

**CONTRACT DOCUMENTS  
and  
TECHNICAL SPECIFICATIONS**

**for**

**LOWER PETERSON STREET  
DRAINAGE IMPROVEMENTS**

**JULY 2013**



***City of  
Norfolk***

**Department of Public Works**

**7th Floor, City Hall Building  
Norfolk, Virginia 23510  
(757) 664-4631**

**CITY OF NORFOLK  
LOWER PETERSON STREET DRAINAGE IMPROVEMENTS**

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Posted: July 26, 2013

**INVITATION FOR BIDS  
CITY OF NORFOLK - DEPARTMENT OF PUBLIC WORKS**

**PROJECT: LOWER PETERSON STREET DRAINAGE IMPROVEMENTS**

Owner: City of Norfolk  
Department of Public Works  
Room 700, 7th floor, City Hall Building  
810 Union Street, Norfolk, VA 23510  
Contact: Rick Lobko  
Tel: (757) 664-4641 / Fax: (757) 664-4603

A&E: Timmons Group  
208 Golden Oak Court, Suite 230  
Virginia Beach, VA 23452  
Contact: Liz Scheessele, P.E.  
Tel: (757) 213-6662

\*\*\*\*\*

Sealed bids are to be received in City of Norfolk Public Works Department, Attn: Contracts Office, Room 700, 7th floor, City Hall Building, 810 Union Street, Norfolk, VA 23510 until **3:00 p.m., Tuesday, August 20, 2013**, for the above titled Project.

The Work under this project consists of the construction of a storm water pond by installing approximately 519 LF of RCP storm sewerage piping and other storm drainage and water and sewer structures, grading, placing geotextile fabric, and asphalt milling and repaving.

Bidding Documents are available from the Department of Public Works, provided on a CD, upon non-refundable payment of **\$5.00 per set** in the form of a check made payable to Treasurer, City of Norfolk. Cash payments will not be accepted.

A copy of the Bidding Documents will be on file and open to inspection at The Builders and Contractors Exchange, Inc., Norfolk, VA (757-858-0680), The Builders and Contractors Exchange, Inc., Richmond, VA (804-353-8640), McGraw-Hill Construction-Dodge, Richmond, VA (804-343-2701), Reed Construction Data, Norcross, GA (800-467-2860), Valley Construction News, Richmond, VA (804-674-0397), and Hispanic Contractors Association-Carolinas, Columbia, SC (877-227-1680 ext. 8054).

A Bid Bond, certified check, or cashier's check made payable to the Treasurer, City of Norfolk, for 5% of total bid must accompany each bid. State Contractor registration class and number is required on the outside of the envelope. State Contractor registration class and number is required on the outside of the envelope. The City reserves the right to cancel the bid opening or to reject any or all bids in whole or part, when it is in the best interest of the City. The right to waive informalities and to determine responsiveness of any bid and responsibility of all bidders is reserved to the City. Withdrawal of bids will be in accordance with Section 33.1-42.1 of the Norfolk City Code and Section 11-54 of The Code of Virginia, 1950 (as amended).

John M. Keifer  
Director

The Virginian Pilot – July 28, 2013  
DemandStar – July 28, 2013

## INSTRUCTIONS TO BIDDERS

### 1. AUTHORIZATION TO TRANSACT BUSINESS IN THE COMMONWEALTH

- (a) Bidder or offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 to include in its bid or proposal the identification number issued to it by the State Corporation Commission.
- (b) Any bidder or offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bid or proposal a statement describing why the bidder or offeror is not required to be so authorized.

### 2. SUBMISSION OF BIDS

- (a) Make all bids on "Bid Form" and seal in opaque envelope. The name of project, the contractor's name, address, and Virginia Contractor Registration Class and Number shall be placed on the outside of the envelope.
- (b) If a contract is for \$120,000.00 or more, or if the total value of all such construction, removal, repair, or improvements undertaken by the bidder within any 12 month period is for \$750,000.00 or more, the bidder is required under Title 54, Chapter 11, Code of Virginia, 1950 (as amended), to show evidence of being licensed as a Class A Contractor. If a contract is \$7,500.00 or more, but less than \$120,000.00, or if the total value of all such construction, removal, repair or improvements undertaken by the bidder within any 12 month period is less than \$150,000, the bidder is required to show evidence of being licensed as a Class B Contractor. If a contract is \$1,000 or more, but less than \$7,500, or if the total value of all such construction, removal, repair or improvements undertaken by the bidder within any 12 month period is less than \$150,000, the bidder is required to show evidence of being licensed as a Class C Contractor. The bidder shall place on the bid above its signature its Virginia Contractor Registration Class and Number. If a contract is less than \$1,000.00, licensure is not required under Title 54, Chapter 11, Code of Virginia, 1950 (as amended).
- (c) If bids are submitted by mail, enclose the above noted envelope in a second sealed, opaque envelope and address to: **City of Norfolk, Department of Public Works, Attn: Contracts Office, Room 700, 7th floor, City Hall Building, 810 Union St., Norfolk, VA 23510.** Bids submitted by mail must be received at the above address before the time designated for bid opening.
- (d) Fully fill in all blanks in ink or typewritten, and state numbers in both writing and figures. Signatures shall be in longhand with name and title printed below. Bidders shall acknowledge all addenda in spaces provided on the bid form. For unit price contracts, in the event of a discrepancy between the Total Base Bid and the total of the extension of unit prices, the total extension of unit prices governs in determining the bid amount. For unit price contracts, in the event of a discrepancy between the extension of unit prices and the unit prices, the unit prices governs in determining the bid amount.
- (e) Interlineations, alterations, and irregularities of any kind may be cause for rejection of the bid. Erasures or any physical changes on the form shall be initialed by the Bidder.
- (f) Bidders may withdraw a bid after it has been submitted to the City any time prior to the stipulated time for opening such bids. Withdrawal of bids will be in accordance with Section 33.1-42.1 of the Norfolk City Code and Section 2.2-4330 of the Code of Virginia, 1950 (as amended).

### 3. EXAMINATION OF SITE

The bidder shall be responsible for having ascertained all pertinent local and existing conditions determinable by inspection and inquiry both on the site and adjacent thereto, including any other work being performed thereon, and shall include in its bid all cost attendant upon problems arising from said conditions existing at the time of

submission of its bid.

Reference is made to the Contract Documents for information relating to reports, explorations, underground facilities, and easements. On request, the owner will provide each Bidder access to the site to conduct such examinations, investigations, explorations, tests and studies as each Bidder deems necessary for submission of a Bid. The Bidder must fill all holes, clean up, and restore the site to its former condition upon completion of such explorations, investigations, tests and studies, and hold the Owner harmless from any damage to property or injury to persons resulting from or arising out of such explorations, investigations, tests, and studies.

#### **4. INQUIRIES, INTERPRETATION AND ADDENDA**

Should a bidder find discrepancies in, or omissions from, the drawings or documents, or should it be in doubt as to their meaning, it should at once notify the Owner in writing. The Owner will welcome such inquiries and they will be given consideration. Every interpretation made by the Owner will be in the form of a printed addendum which will be on file in the office of the Owner. Addenda will be sent to each bidder, but it will be the bidder's responsibility to know of, examine and become familiar with all addenda issued. All addenda shall become a part of the Contract Documents. The Owner will not be responsible for any oral instruction.

The submission of a Bid will constitute inconvertible representation by the Bidder that the Bidder has complied with every requirement of this Section, that without exception, the Bid is premised upon the agreement by the Bidder to perform the Work required by the Contract Documents, and applying specific means, methods, techniques, sequence or procedures of construction (if any) that may be shown or indicated or expressly required by the Contract Documents, that the Bidder has given Written Notice to the Owner of all conflicts, errors, ambiguities, and discrepancies that the Bidder has discovered in the Contract Documents and the written resolutions thereof by the Owner is acceptable to the Bidder, and that the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions of performance and furnishing the Work.

#### **5. BID GUARANTEE**

Bids shall be accompanied by a bid guarantee of five percent (5%) of the amount of the total bid including all additive alternates, if any, and may be a certified check or cashier's check or a Bid Bond, made payable to: **Treasurer, City of Norfolk**. Such bid bond or check shall be submitted with the understanding that it shall guarantee that the bidder will not withdraw its bid during the period of sixty (60) days following the opening of bids; that if its bid is accepted, it will enter into a Contract with the Owner in accordance with a form of agreement acceptable to and approved by the Owner and that the required Performance and Payment Bonds will be given; and that in the event of the withdrawal of said bid within said period, or failure to enter into said contract and given said bonds within ten (10) days after it has received notice of acceptance of its bid, the bidder shall be liable to the Owner for the full amount of the bid guarantee as representing the damage to the Owner on account of the default of the bidder in any particular thereof. The bid bonds and checks will be returned to the bidders after the Owner and the lowest, responsive, responsible bidder have executed a contract. If the required contract has not been executed within sixty (60) days after the date of the opening of the bids, then the bond or check of any bidder will be returned upon its request, provided it has not been notified of the acceptance of its bid prior to the date of such request.

#### **6. PERFORMANCE AND PAYMENT BOND**

The Contractor shall furnish a performance bond and a labor and material payment bond each in the amount of 100% of the contract price. Said bonds shall be delivered to the Owner (in duplicate) and shall be approved by the Owner prior to the execution of a construction contract between the Contractor and the Owner. Bonds shall be City of Norfolk standard form and shall be in accordance with Section 33.1-76 of the Norfolk City Code. All costs of bonds shall be paid by the Contractor. A bond rider will be required should change orders increase the amount of the contract by \$100,000 or more.

## **7. NEGOTIATIONS WITH APPARENT LOW BIDDER**

The City reserves the right to negotiate with the lowest, responsive, responsible bidder if the bid exceeds available funds. Negotiations may include reduction in bid price, modification and/or reduction in scope of the work, substitution of materials, or any other alterations to the work so that the low bid is reduced to within available funds including a reasonable fund balance for contingency funds to be available during the course of construction.

## **8. TIME OF COMPLETION**

(a) Time is of the essence. All work shall be completed within **One Hundred Twenty (120)** calendar days from the Notice to Proceed. Work shall commence within (10) ten days from date of Notice to Proceed.

(b) Work shall not commence until the Contractor has received a fully executed copy of the Contract which authorizes the Work and has also received a Notice to Proceed issued by the authorized City representative. Work commenced prior to receipt of both a fully executed copy of the Contract and a written Notice to Proceed from an authorized City official shall be deemed unauthorized and such work will progress solely at Contractor's risk.

## **9. NON-DISCRIMINATION CLAUSE**

The Contractor agrees to comply, and to require all suppliers and subcontractors paid in whole or in part from funds made available under this contract to comply with Section 122(a)(1) of the State and Local Fiscal Assistance Act of 1972 (P. L. 92-512), as amended, to wit:

"No person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity of a State government or unit of local government, which government or unit receives funds made available under Subtitle A (of Title I of the Act.)

Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973 shall also apply to any such program or activity.

Any prohibition against discrimination on the basis of religion, or any exemption from such prohibition, as provided in the Civil Rights Act of 1964 or Title VIII of the Act of April 11, 1968, hereafter referred to as the Civil Rights Act of 1968, shall also apply to any such program or activity."

Further, the Contractor agrees to comply with Section 33.1-53 of the Code of the City of Norfolk, Virginia 1979, as amended, regarding prohibited employment discrimination.

## **10. MINORITY BUSINESS CLAUSE**

It is the policy of the City of Norfolk to facilitate the establishment, preservation, and strengthening of small businesses and businesses owned by women and minorities and to encourage their participation in the City's procurement activities. Toward that end, the City encourages these firms to compete and encourages non-minority firms to provide for the participation of small businesses and businesses owned by women and minorities through partnerships, joint ventures, subcontracts, and other contractual opportunities. Bidders (offerors) are asked, as part of their submission, to describe any planned use of such businesses in fulfilling this contract.

## **11. NON-COLLUSION AFFIDAVIT**

(a) Every bidder, by submitting a bid, shall be deemed to covenant, with regard to said bid, as follows:

(1) that said bid was arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(2) that, unless otherwise required by law, the prices which have been quoted in the bid submitted have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor.

(3) that no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where the bidder shall have failed to comply with a(1), a(2), or a(3) above.

(b) Every bidder, in addition to making the above covenants (a)(1), (a)(2) and (a)(3) will be required to provide the City of Norfolk, with the bid submitted, the affidavit contained herein.

(c) Every bidder will be required to disclose, with the submitted bid, the following information:

(1) the correct mailing address of the bidder.

(2) if a corporation, the name and current mailing address of the President, the Secretary and the Treasurer of the corporation.

(3) if a partnership, proprietorship or other firm, the name and current mailing address of each partner, proprietor or member of said firm.

(4) whether or not the bidder is associated with; owns, in whole or in part; or is owned, in whole or in part, or is a subsidiary of, any other bidder.

(d) The fact that a bidder (1) has published price lists, rates or tariffs covering items included in the submitted bid; (2) has informed prospective customers of proposed or pending publication of new or revised price lists for such items; or (3) has sold the same items to other customers at the same prices being bid, does not constitute a disclosure within the meaning of Subparagraph 9(a).

(e) Any bid submitted by a corporate bidder shall be deemed to have been authorized by the Board of Directors of the bidder and such authorization shall be deemed to include the signing and submission of the bid and the execution of the affidavit required in (b) above as the acts and deeds of the corporation.

## **12. SUBSTANCE ABUSE AND DRUG-FREE WORK PLACE**

The Contractor agrees to comply with Section 33.1-58 of the Code of the City of Norfolk, Virginia, 1996, as amended, regarding substance Abuse and Drug-Free Work Place Policy.

Bids to be opened: **3:00 p.m., Tuesday  
August 20, 2013**

Work to be Completed in: **120 calendar days**  
Liquidated Damages: **\$400.00 per day**  
Performance Bond: **100%**  
Payment Bond: **100%**  
Bid Bond: **5%**

**BID FORM**

To: City of Norfolk  
Department of Public Works  
810 Union Street, Room 700  
Norfolk, Virginia 23510

**A. UNIT PRICE BID**

In compliance with the Invitation for Bids and Instructions to Bidders, the General and Supplementary Conditions of the Contract, the contract drawings and specifications titled **LOWER PETERSON STREET DRAINAGE IMPROVEMENTS** and all addenda issued to date, all of which are part of this bid, the undersigned hereby proposes to furnish all items, including materials, labor, and equipment called for by, and in strict accordance with Contract Documents and the list of unit prices hereto attached and referred to as Attachment A, for the sum of:

\$ \_\_\_\_\_  
(Use words)  
\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

**B. ADDENDA**

The undersigned acknowledges receipt of the following addenda:

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

We agree to enter into a contract with the City of Norfolk, Virginia within ten (10) days of the award of same to us for the price named in our bid.

It is expressly agreed by us that the City of Norfolk, Virginia shall have the right to reject any and all bids and to waive any informalities.



In default of the performance on our part of the conditions of bid, our failure to enter into a contract with the City of Norfolk, Virginia, within the time above set, we herewith furnish a certified check, cashier's check (or Bid Bond) in the amount of \$\_\_\_\_\_, which shall be forfeited as liquidated damages to the City of Norfolk, Virginia, but otherwise the said check or Bid Bond shall be returned.

We agree to begin work at any time after receipt of the Notice to Proceed from the Director of Public Works and complete all of the Work within **One Hundred Twenty (120) calendar days** from the Notice to Proceed.

C. Norfolk Businesses: It is the policy of the City to support Norfolk businesses and workforce development and it encourages companies with corporate offices in Norfolk and which employ Norfolk residents to compete for City contracts. Bidders are asked, as part of their submission, to advise of their Norfolk location and detail their employment of Norfolk residents.

D. Equal Opportunity Business Development: It is the policy of the City of Norfolk to facilitate the establishment, preservation, and strengthening of small businesses and businesses owned by women and minorities and to encourage their participation in the City's procurement activities. Toward that end, the City encourages these firms to compete and encourages non-minority firms to provide for the participation of small businesses and businesses owned by women and minorities through partnerships, joint ventures, subcontracts, and other contractual opportunities. Bidders (offerors) are asked, as part of their submission, to describe any planned use of such businesses.

1. Is your firm a minority owned business? Yes \_\_\_ No \_\_\_ If yes, please check the appropriate category: \_\_\_ African American (male), \_\_\_ African American (female), \_\_\_ Caucasian (female), \_\_\_ Hispanic (male), \_\_\_ Hispanic (female), \_\_\_ Asian American (male), \_\_\_ Asian American (female), \_\_\_ American Indian (male), \_\_\_ American Indian (female), \_\_\_ Eskimo (male), \_\_\_ Eskimo (female), \_\_\_ Aleut (male), \_\_\_ Aleut (female), \_\_\_ Other (male), \_\_\_ Other (female).

2. Subcontracting Opportunities for Small, Women Owned, Minority Business Enterprises and Disabled Veterans. All prime contractors are requested to furnish the following information regarding participation of small, women owned, minority business enterprises and disabled veterans:

a. Proposed Name of your Subcontractor(s):

b. Proposed Minority Category of Subcontractor(s) - please check the appropriate category(ies):

<input type="checkbox"/> African American (male)	<input type="checkbox"/> African American (female)
<input type="checkbox"/> Hispanic (male)	<input type="checkbox"/> Hispanic (female)
<input type="checkbox"/> Asian American (male)	<input type="checkbox"/> Asian American (female)
<input type="checkbox"/> American Indian (male)	<input type="checkbox"/> American Indian (female)
<input type="checkbox"/> Eskimo (male)	<input type="checkbox"/> Eskimo (female)
<input type="checkbox"/> Aleut (male)	<input type="checkbox"/> Aleut (female)
<input type="checkbox"/> Other (male)	<input type="checkbox"/> Caucasian (female)
	<input type="checkbox"/> Other (female)

c. Proposed Amount of Subcontracts:

d. Proposed Description of commodity (i.e. masonry, hauling, insulation, etc.):

e. Proposed Description of Project:

f. Proposed Total value of awards to all subcontractors:

g. Proposed Total Number of minority subcontracts awarded:

h. If you do not propose the use of any subcontractors, please check here \_\_\_\_.

E. The undersigned has read all sections under "Instructions to Bidders."

F. **CONTRACTOR'S REGISTRATION AND SIGNATURE**

Registered Virginia Contractor Class and No. \_\_\_\_\_

City of Norfolk Business License No. \_\_\_\_\_

Contractor \_\_\_\_\_ Signed \_\_\_\_\_ (SEAL)

Date \_\_\_\_\_ Title \_\_\_\_\_

NOTE: If Bidder is a corporation, write state of incorporation under signature and if a partnership, give full names of all partners.

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## AFFIDAVIT

City of Norfolk, Virginia project: **Lower Peterson Street Drainage Improvements**

Bid Date: \_\_\_\_\_

### STATE OF VIRGINIA

(City/County)

This day personally appeared before the undersigned, a Notary Public in and for the City/County and State aforesaid, \_\_\_\_\_, who having been first duly sworn

(name of owner, partner, president)

according to law, did depose and aver as follows:

(a) That he is \_\_\_\_\_  
(owner, partner, president, etc.)

of \_\_\_\_\_  
(insert name of contractor)

(b) That he is personally familiar with the bid of \_\_\_\_\_  
(insert name of contractor)  
submitted in connection with the above captioned City of Norfolk project.

(c) That said bid was formulated and submitted in good faith as the true bid of said bidder.

(d) That said bid in no manner violates the Sherman Antitrust Act (15 U.S.C. '1 *et seq.*), The Virginia Antitrust Act ( n59.1-9.1 through n59.1-9.17 Code of Virginia, (1950), as amended) or the Conspiracy to Rig Bids to Government Act (nn59.1-68.8, Code of Virginia (1950), as amended.

And further this deponent saith not.

\_\_\_\_\_  
**Affiant**

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
**Notary Public**

MAILING ADDRESS, FAX AND TELEPHONE NUMBER OF BIDDER:

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IF CORPORATION, PROVIDE NAME AND MAILING ADDRESS AS REQUIRED BELOW

PRESIDENT

SECRETARY

TREASURER

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IF PARTNERSHIP, PROPRIETORSHIP, OR OTHER FIRM, PROVIDE NAME AND MAILING ADDRESS OF EACH PARTNER, PROPRIETOR, OR MEMBER OF FIRM.

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**COMPLIANCE WITH STATE LAW**

**AUTHORIZATION TO TRANSACT BUSINESS IN THE COMMONWEALTH**

**I. CERTIFICATION**

- A. The Bidder/Vendor (Please fill in with your enterprise's complete name)

\_\_\_\_\_

certifies that it is organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50.

The identification number issued to Bidder/Vender by the State Corporation Commission: \_\_\_\_\_

- B. Bidder/Vendor that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall describe why it is not required to be so authorized:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bidder/Vendor: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**II. INSTRUCTIONS**

- a. The Bidder/Vendor shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Vendor learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

- b. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Bidder's/Vendor's responsibility. Failure of the Bidder/Vendor to furnish a certification or provide such additional information as requested by the appropriate City purchasing official may render the Bidder/Vendor non-responsible.
- c. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Bidder/Vendor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- d. The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Bidder/Vendor knowingly rendered an erroneous certification, in addition to other remedies available to the City, the appropriate City purchasing official may terminate the contract resulting from this solicitation for default.

**End of Page**

**SCHEDULE OF UNIT PRICES**  
**LOWER PETERSON STREET DRAINAGE IMPROVEMENTS**  
**OWNER: CITY of NORFOLK, VIRGINIA**

The unit prices have been computed in accordance with Subparagraph 7.3.3.2 of the General Conditions. Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities provided, determined as provided in the Contract Documents. The prices quoted shall include, without exception, all materials, labor, equipment, appliances, clean-up, applicable sales, use and other taxes, building permits or fees, and the Contractor's labor, overhead, profit, mobilization and other mark-ups, and in full accordance with the Specifications. Include allowance for waste where appropriate. The unit prices shall be maintained throughout the contract period. Unit prices shall be used in determining additions or deductions from the TOTAL CONTRACT AWARD amount in the event of changes in the work.

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
1	Mobilization & Demolition	1	LS		
2	Demolition	1	LS		
3	Clearing and Grubbing	1	LS		
4	Erosion & Sediment Control	1	LS		
5	Excavation & Haul Off-Site (Ditch)	356	CY		
6	Curb and Gutter (Norfolk STD, HS-202)	24	LF		
7	Asphalt Pavement Milling	1,200	SY		
8	SM-9.5D Asphalt Pavement Overlay (1.5" thickness)	100	TON		
9	SM-9.5D Asphalt Patch includes 3-inch overlay and 6-inch stone base	570	SY		
10	Aggregate base material VDOT STD. 21A (backfill for pipes in road other than utility crossing locations)	250	TON		
11	Coarse Aggregate VDOT No. 57 (backfill at utility crossings)	3	TON		
12	Curb inlet with invert up to 4ft. below grade (Norfolk STD HS-101)	2	EA		
13	Topsoil (6" thickness) (For disturbed areas outside of pavement that will be seeded)	154	CY		
14	Seeding	924	SY		
15	EC-3 Type C Matting	253	SY		
16	Clean Storm Water Pump Diversion	1	LS		
17	Norfolk STD HS-104	2	EA		
18	D.I. Sanitary Sewer Removal and Replacement	20	LF		
19	Water Inspection Fee	1	EA		
20	Sewer Inspection Fee	1	EA		
21	24" RCP	14	LF		
22	Dual Class IV 18" RCP (2 x 30 LF)	60	LF		

**Attachment A-1**



ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
23	18" Flared End Section	1	EA		
24	18" RCP	8	LF		
25	15" RCP	24	LF		
26	Conflict Manholes with DI service lateral in a DI sleeve at conflict	2	EA		
27	VDOT JB-1	1	EA		
28	42" flared end section	2	EA		
29	Class IV 42" RCP pipe	479	LF		
30	Flowable Fill *	6	CY		
31	Undercut/Backfill (allotment)	37	CY		
32	Water service line adjustment	11	EA		
33	Sanitary Sewer Manhole	2	EA		
34	Commercial Entrance VDOT CG-9D	1	EA		
35	Neoprene Pad	1	EA		
	<b>TOTAL</b>				\$

\_\_\_\_\_ dollars and \_\_\_\_\_ cents

\$ \_\_\_\_\_

\_\_\_\_\_  
**Contractor's Signature and Date**

**\* Fill the existing 12" RCP within Nevada Avenue that is to be abandoned in place. Fill the existing 21" RCP from the ditch to the existing downstream structure and the 18" RCP from the proposed structure (C2) to the existing downstream structure.**

**Attachment A-2**

# THE CITY OF NORFOLK, VIRGINIA

OFFICE OF THE CITY MANAGER

## CONTRACT

**THIS AGREEMENT**, made as of the \_\_\_\_ day of \_\_\_\_ in the year 2013, is between the **City of Norfolk, Virginia**, acting by and through the City Manager, hereinafter styled the **City**, and

party of the second part, hereinafter styled the **Contractor**.

**WITNESSETH**, That whereas the City has awarded to the Contractor, in accordance with his bid of **August 20, 2013** a contract for **LOWER PETERSON STREET DRAINAGE IMPROVEMENTS** as described in specifications and drawings prepared therefor by **Timmons Group, 208 Golden Oak Court, Suite 230, Virginia Beach, VA 23452** hereinafter styled the Engineer, or by the City of Norfolk, and on file in the office of the Director of Public Works of the City of Norfolk, Virginia.

### ARTICLE 1 - THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others.

### ARTICLE 2 - DATE OF COMMENCEMENT AND COMPLETION TIMES

The Contractor further agrees to begin Work at such a date as the Director, Department of Public Works, Norfolk, Virginia, shall notify it to begin via a Notice to Proceed letter, and that it will achieve Substantial Completion of the entire Work in accordance with Paragraph 9.8 of the General Conditions not later than **One Hundred Twenty (120) consecutive calendar days** from the date of commencement as well as achieve Final Completion in accordance with Paragraph 9.10 of the General Conditions not later than **Thirty (30) consecutive calendar days** from the date of Substantial Completion.

### ARTICLE 3 - LIQUIDATED DAMAGES

The Contractor and the City recognize that time is of the essence of this Agreement. In view of the difficulty of ascertaining the loss which the City will suffer by reason of delay in the performance of the Work, the Contractor and the City hereby agree upon as the liquidated damages set below that the City will suffer by reason of delay and/or default, and not as a penalty. Further, the City shall deduct and retain the amount of such liquidated damages out of the moneys which may be due or become due to the Contractor under this Agreement.

Accordingly, should the Contractor fail to achieve Substantial Completion the aforesaid Work in accordance with the contract documents to the satisfaction and approval of the Engineer within the time stipulated in Article 2 above, the Contractor shall pay to the City of Norfolk, Virginia, **Four Hundred Dollars and Zero Cents (\$400.00)** for every calendar day beyond the time set for substantial completion.

After Substantial Completion, if the Contractor shall neglect, refuse, or fail to complete the remaining Work within the contract time or any proper extension thereof granted by the City, the Contractor shall pay the City **Two Hundred Fifty Dollars and Zero Cents (\$250.00)** for every calendar day beyond the time set for final completion until the Work is completed and ready for final payment.

#### **ARTICLE 4 - CONTRACT PRICE**

The City shall pay the Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined below subject to additions and deductions as provided in the Contract Documents:

For all Unit Price Work, an amount equal to the sum of the established unit prices hereto attached and referred to as Attachment A, a sum of:

\_\_\_\_\_ **Dollars and** \_\_\_\_\_ **Cents (\$**\_\_\_\_\_ **.00)**

As provided in Subparagraph 7.3.3.2 of the AIA 201-2007, General Conditions of the Contract for Construction (as modified), estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by the Engineer's recommendation to the City.

#### **ARTICLE 5 - PAYMENTS**

Based upon applications for payment submitted to the Engineer by the Contractor and certificates for payment issued by the Engineer, the City shall make monthly progress payments on account of the contract sum to the Contractor as provided in the conditions of the contract as follows:

The City will pay the Contractor, on or about the thirtieth calendar day after receipt of a Request for Payment, ninety-five percent (95%) of the portion of the contract sum properly allocable to labor, materials, and equipment incorporated in the Work and ninety-five percent (95%) of the portion of the contract sum properly allocable to materials and equipment suitably stored at the site or at some other location agreed upon in writing by the parties, less the aggregate of previous payments in each case; provided, however, that the owner, at any time after fifty percent (50%) of the Work has been completed, if it finds that satisfactory progress is being made, may make any of the remaining partial payments in full; and upon final completion, a sum sufficient to increase the total payment to one-hundred percent (100%) of the contract sum, less such retainage as the Engineer shall determine for all incomplete Work and unsettled claims. But such full payment or payments shall in no manner be construed as reducing the amount of the bond, or the liability of the surety thereon, until final completion and acceptance of all items of Work herein set forth.

The action of the Engineer by which the Contractor is to be bound according to the terms of this contract shall be that evidenced by his final estimate and certificate, all prior estimates upon which ninety-five percent (95%) or more may be made, being merely payment on account, and not payments for accepted Work, and subject to the correction of such final estimate, which may be made with notice to the Contractor.

#### **ARTICLE 6 - CONTRACTOR'S REPRESENTATION**

To induce the City to enter into this Agreement, the Contractor makes the following representations:

A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Bidding Documents.

B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work.

C. Contractor is familiar with and is satisfied as to all federal, state, and local laws and regulations that may affect cost, progress, and performance of the Work.

D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site which have been provided with the Contract Documents, and (2) reports and drawings of a hazardous environmental condition, if any, at the site, which have been provided with the Contract Documents.

E. Contractor has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and underground facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work.

F. Contractor is aware of the general nature of Work to be performed by City and others at the Site that relates to the Work as indicated in the Contract Documents.

G. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor

H. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

I. Contractor hereby certifies that it has familiarized itself with Sections 33.1-86 through 33.1-93 of the Code of the City of Norfolk, Virginia, 1979, as amended, entitled "Ethics in Public Contracting," including the additional statutes set forth in Section 33.1-86 thereof, and further that all amounts received by the Contractor pursuant to this Agreement are proper and in accordance therewith.

J. Contractor hereby certifies that at all times during which any term of this Agreement is in effect, it does not and shall not knowingly employ any unauthorized alien. For purposes of this section, an "unauthorized alien" shall mean any alien who is neither lawfully admitted for permanent residence in the United States nor authorized to be employed by either Title 8, section 1324a of the United States Code or the U.S. Attorney General.

K. Contractor hereby represents that it is organized as a stock or non-stock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership and is authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 or as otherwise required by law.

## **ARTICLE 7 - CONTRACT DOCUMENTS**

The Contract Documents consist of the following:

a. Invitation for Bids

b. Instructions to Bidders

- c. Bid Form/Affidavit
- d. Bid Bond
- e. Contract
- f. Performance Bond
- g. Payment Bond
- h. AIA A201-2007, "General Conditions of the Contract for Construction" (as modified)
- i. Certificate of Insurance
- j. Notice of Award
- k. Notice to Proceed
- l. Change Orders (if any)
- m. Other Documents as may be required by law or appended hereto
- n. Plans and Drawings prepared by: **Timmons Group, 208 Golden Oak Court, Suite 230, Virginia Beach, Virginia 23455**
- o. Specifications prepared or issued by: **Timmons Group, 208 Golden Oak Court, Suite 230, Virginia Beach, Virginia 23455**
- p. Addendum (as listed in Bid Form)

\*\*\*\*\*

Witness the following signatures and seals:

**Witness:**

\_\_\_\_\_

\_\_\_\_\_ (SEAL)

By: \_\_\_\_\_

Seal if  
Incorporated

\_\_\_\_\_  
Title

Virginia State Contractor's License No. \_\_\_\_\_

City of Norfolk Business License No. \_\_\_\_\_

**Contents Approved:**

\_\_\_\_\_  
Director of Public Works

**Approved as to form and correctness:**

\_\_\_\_\_  
Deputy City Attorney

**CITY OF NORFOLK, VIRGINIA**

By \_\_\_\_\_  
City Manager

**Attest:** \_\_\_\_\_  
City Clerk

\*\*\*\*\*

I hereby certify that the money required for this contract (agreement, obligation or expenditure) is in the City Treasury to the credit of the fund from which it is to be drawn, and not appropriated for any other purpose.

Account: \_\_\_\_\_

Amount: \_\_\_\_\_

Contract No.: \_\_\_\_\_

Vendor Code: \_\_\_\_\_

\_\_\_\_\_  
Director of Finance

\_\_\_\_\_  
Date

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## PERFORMANCE BOND

Bond No. \_\_\_\_\_

Amount: \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS, that \_\_\_\_\_ of \_\_\_\_\_ hereinafter called the Contractor and \_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State of \_\_\_\_\_, hereinafter called the Surety, and authorized to transact business within the Commonwealth of Virginia as the Surety, are held and firmly bound unto the City of Norfolk as Owner, in the sum of \_\_\_\_\_, lawful money of the United States of America, for payment of which, well and truly be made to the Owner, the Contractor and the Surety bind themselves and each of their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents as follows:

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT:

WHEREAS, the Contractor has executed and entered into a certain Agreement, hereto attached, with the Owner dated \_\_\_\_\_ for

### LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

NOW THEREFORE, if the Contractor, and its successors and assigns, shall at all times duly, promptly, and faithfully perform the Work and any alteration in or addition to the obligations of the Contractor arising thereunder, including the matter of infringement, if any, of patents or other proprietary rights, and shall assure all guarantees against defective workmanship and materials, including the guarantee period following final completion by the Contractor and final acceptance by the Owner and comply with all the covenants therein contained in the Specifications, Drawings, and other Contract Documents required to be performed by the Contractor, in the manner and within the times provided in the Agreement, and shall fully indemnify and save harmless the Owner from all costs and damage which it may suffer by reason or failure to do so, and shall fully reimburse and repay it all outlay and expenses which it may incur in making good any default, and reasonable counsel fees incurred in the prosecution of or defense of any action arising out of or in connection with any such default, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that the Surety, for value received, for itself and its successors and assigns, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract Documents or to the Work to be performed thereunder, or payment thereunder before the time required therein, or waiver of any provision thereof, or assignment, subletting or transfer thereof or any part thereof, shall in any way affect its obligation on this Bond, and it does hereby waive notice of any such change, extension of time, alteration, addition to the terms of the Contract Documents or any such payment, waiver, assignment, subcontract or transfer.

PROVIDED, FURTHER, that no final settlement between the Owner and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

Whenever Contractor shall be declared by Owner to be in default under the Contract, the Owner having performed Owner's obligations thereunder, the Owner shall have the right, at its option, to require the Surety to promptly proceed to remedy the default within 30 days of notice by proceeding or procuring others to proceed with completing the Agreement with its terms and conditions including the correction of any defective work and the provision of safety measures required as the result of such default; and all reserves, deferred payments, and other funds provided by the Agreement to be paid to Contractor shall be paid to Surety at the same times and under the same conditions as by the terms of that Agreement such fund would have been paid to Contractor had the Agreement been performed by Contractor; and Surety shall be entitled to such funds in preference to any assignee of Principal of any adverse claimant. Notwithstanding the above, the Owner shall have the right, with the approval of the Surety which shall not be unreasonably withheld, to take over and assume completion of the Agreement and be promptly paid in cash by the Surety for the cost of such completion less the balance of the Contract price.



IN WITNESS WHEREOF, all above parties bounded together have executed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, **2013**, the name and corporate seal of each corporate party being hereto affixed and those presents duly signed by its undersigned representative, pursuant to authority of its governing body.

CONTRACTOR

( \_\_\_\_\_ )

By: \_\_\_\_\_ (Seal)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Attest

SURETY

\_\_\_\_\_  
By: \_\_\_\_\_ (Seal)

\_\_\_\_\_  
Attest

APPROVED AS TO FORM: \_\_\_\_\_, 2013

City of Norfolk, OWNER

By: \_\_\_\_\_  
Deputy City Attorney

NOTE: Date of Bond shall not be prior to the date of the Agreement. If the Contractor is a partnership, all partners shall execute the Bond.

IMPORTANT: The Surety named on this Bond shall be one who is licensed to conduct business in the Commonwealth of Virginia, and named in the current list of Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies, as published in Circular 570 (amended) by the Audit Staff Bureau of Accounts, U.S. Treasury Department. All Bonds signed by an agent shall be accompanied by a certified copy of the authority to act for the Surety at the time of signing of this Bond.

**End of Page**

## PAYMENT BOND

Bond No. \_\_\_\_\_

Amount: \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS, that \_\_\_\_\_ of \_\_\_\_\_, hereinafter called the Contractor and \_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State \_\_\_\_\_, hereinafter called the Surety, and authorized to transact business within the Commonwealth of Virginia as the Surety, are held and firmly bound unto the City of Norfolk as Owner, in the sum of \_\_\_\_\_ lawful money of the United States of America, for payment of which, well and truly be made to the Owner, the Contractor and the Surety bind themselves and each of their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents as follows:

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT:

WHEREAS, the Contractor has executed and entered into a certain Agreement, hereto attached, with the Owner dated \_\_\_\_\_ for

### LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

NOW THEREFORE, if the Contractor shall promptly make payments to all persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the prosecution of the Work provided for in the Agreement, and any authorized extension or modification thereof, including all amounts due for materials, lubricants, oil, gasoline, repairs on machinery, equipment, and tools consumed, used or rented in connection with the construction of the Work, and all insurance premiums on the Work, and for all labor performed in the Work, whether by Subcontractor or otherwise, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract Documents or to the Work to be performed thereunder, shall in any way affect its obligation on this Bond, and it does hereby waive notice of any such change, extension of time, alteration, or addition to the terms of the Contract Documents.

PROVIDED, FURTHER, that no final settlement between the Owner and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, all above parties bounded together have executed this instrument this \_\_\_\_ day of \_\_\_\_\_, **2013**, the name and corporate seal of each corporate party being hereto affixed and those presents duly signed by its undersigned representative, pursuant to authority of its governing body.

CONTRACTOR

(\_\_\_\_\_)

By: \_\_\_\_\_ (Seal)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Attest

SURETY

\_\_\_\_\_  
By: \_\_\_\_\_(Seal)

\_\_\_\_\_  
Attest

APPROVED AS TO FORM: \_\_\_\_\_, 2013

City of Norfolk, OWNER

By: \_\_\_\_\_  
Deputy City Attorney

NOTE: Date of Bond shall not be prior to the date of the Agreement. If the Contractor is a partnership, all partners shall execute the Bond.

IMPORTANT: The Surety named on this Bond shall be one who is licensed to conduct business in the Commonwealth of Virginia, and named in the current list of Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies, as published in Circular 570 (amended) by the Audit Staff Bureau of Accounts, U.S. Treasury Department. All Bonds signed by an agent shall be accompanied by a certified copy of the authority to act for the Surety at the time of signing of this Bond.

**End of Page**



# AIA<sup>®</sup> Document A201<sup>™</sup> – 2007

## General Conditions of the Contract for Construction

for the following PROJECT:

*(Name and location or address)*

Lower Peterson Street Drainage Improvements

THE CITY OF NORFOLK, a municipal corporation of the Commonwealth of Virginia,  
hereinafter called the "City" or the OWNER:

*(Name, legal status and address)*

THE ARCHITECT:

*(Name, legal status and address)*

This document has important  
legal consequences.

Consultation with an attorney  
is encouraged with respect to  
its completion or modification.

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User Notes:

(1380475186)

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## ARTICLE 1 GENERAL PROVISIONS

### § 1.1 BASIC DEFINITIONS

#### § 1.1.1 THE CONTRACT DOCUMENTS

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding requirements.

#### § 1.1.2 THE CONTRACT

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

#### § 1.1.3 THE WORK

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

#### § 1.1.4 THE PROJECT

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by separate contractors.

#### § 1.1.5 THE DRAWINGS

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

#### § 1.1.6 THE SPECIFICATIONS

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

#### § 1.1.7 INSTRUMENTS OF SERVICE

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

#### § 1.1.8 INITIAL DECISION MAKER

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2 and certify termination of the Agreement under Section 14.2.2.

### § 1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results, or from prevailing custom or trade usage as being required to produce the intended result whether or not specifically called for at no additional cost to the Owner.

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§ 1.2.1.1 Should any conflict be found in the Contract Documents, the Engineer/Architect shall interpret or construe the Contract Documents so as to secure the most substantial and complete performance of the Work. In other words, the better quality or great quantity of work shall be provided in accordance with the Engineer's/Architect's interpretation. The Engineer's/Architect's decision in this matter shall be final.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.2.4 Wherever in the Contract Documents the words "as approved," "as directed," "as required," "acceptable," "satisfactory" and words of like import are used with reference to the Work or its performance, and without further qualification, it shall mean as approved, as directed, as required by the Engineer/Architect and acceptable, satisfactory, etc. to the Engineer/Architect.

§ 1.2.5 The general character of the detailed work is shown on the Drawings, but minor modifications may be made on the shop drawings or mock-ups. Any details shall be worked out in relation to their location and their connection to other parts of the Work. Where on any drawings a portion of the Work is drawn out and the remainder is indicated in outline, the parts drawn out also apply to all other like portions of the Work. Where details or conditions are indicated but started only, such details or conditions shall be continued throughout the courses or parts in which they occur and shall also apply to all other similar parts in the Work unless otherwise indicated or specifically noted.

### § 1.3 CAPITALIZATION

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles or (3) the titles of other documents published by the American Institute of Architects.

### § 1.4 INTERPRETATION

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

### § 1.5 OWNERSHIP AND USE OF DRAWINGS, SPECIFICATIONS AND OTHER INSTRUMENTS OF SERVICE

§ 1.5.1 The Drawings, Specifications and other documents, including those in electronic form, prepared by the Architect and the Architect's consultants are Instruments of Service through which the Work to be executed by the Contractor is described. The Contractor may retain one record set. Neither the Contractor nor any Subcontractor, Sub-subcontractor or material or equipment supplier shall own or claim a copyright in the Drawings, Specifications and other documents prepared by the Architect or the Architect's consultants, and unless otherwise indicated the Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and them, and will retain all common law, statutory and other reserved rights, including copyrights. The Contractor, in addition to the copyrights, All copies of Instruments of Service, except the Contractor's record set, shall be returned or suitably accounted for to the Architect, on request, upon completion of the Work. The Drawings, Specifications and other documents prepared by the Architect and the Architect's consultants, and copies thereof furnished to the Contractor, are for use solely with respect to this Project. As such, the City is hereby declared sole-owner of these documents in regards to this Project and will abide by the limitations described in Subparagraph 1.5.1. They are not to be used by the Contractor or any Subcontractor, Sub-subcontractor or material or equipment supplier on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect's consultants. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers shall not own or claim a copyright in the Instruments of Service. are authorized to use and reproduce applicable portions of the Drawings, Specifications and other documents prepared by the Architect and the Architect's consultants appropriate to and for use in the execution of their Work under the Contract Documents. All copies made under this authorization shall bear the statutory copyright notice, if any, shown on the Drawings, Specifications and other documents prepared by the Architect and the Architect's consultants.. Submittal or distribution to meet official regulatory requirements or

for other purposes in connection with this Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' copyrights or reserved rights.

~~§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers are authorized to use and reproduce the Instruments of Service provided to them solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers may not use the Instruments of Service on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect's consultants.~~

§ 1.5.2. Intentionally Omitted.

**§ 1.6 TRANSMISSION OF DATA IN DIGITAL FORM**

If the parties intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions, unless otherwise already provided in the Agreement or the Contract Documents.

**ARTICLE 2 OWNER**

**§ 2.1 GENERAL**

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

**§ 2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER**

~~§ 2.2.1 Prior to commencement of the Work, the Contractor may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. Thereafter, the Contractor may only request such evidence if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) a change in the Work materially changes the Contract Sum; or (3) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due. The Owner shall furnish such evidence as a condition precedent to commencement or continuation of the Work or the portion of the Work affected by a material change. After the Owner furnishes the evidence, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.~~

§ 2.2.1. Intentionally Omitted.

§ 2.2.2 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities. Unless otherwise specified, the following applies:

Water line taps, construction of pits for water taps and meter, and restoration of the area to its original condition shall be performed by the Contractor at its expense. Only new water meters shall be installed by City forces at the expense of project sponsor (i.e. the City or private developer). All the aforementioned shall be coordinated by the Contractor.

Sanitary taps and cleanouts shall be done by the Contractor or its Subcontractor at the Contractor's expense. HRSD tap fees will be paid by the Owner.

For gas and electrical work and associated meter installations, Contractor shall be responsible for complete coordination of work with utilities, including provision of all necessary labor, equipment, and materials as required in the Contract Documents as well as payment of all resulting costs to aforesaid Work.

For telephone and cables, Contractor shall be responsible for coordination of telephone trunk line and cable installation with telephone/television company to the "point of penetration" to the facility, including provision of all necessary labor, equipment, and materials as required in the Contract Documents as well as payment of resulting costs to all aforesaid work.

§ 2.2.3 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner, subject to Subparagraph 3.7.4, but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.2.3.1 The Contractor shall be responsible for protecting pins, stakes, marks, hubs, and control points. Replacement of damaged or destroyed pins, stakes, marks, hubs or control points shall be conducted under the supervision of a surveyor licensed in the Commonwealth of Virginia, if required by the City, and at the Contractor's expense. The Contractor shall coordinate with the Surveys Division of the Department of Public Works (664-4645) prior to resetting of points and shall provide certified documentation to include the reference/recovery sheet with swing ties for new benchmarks.

§ 2.2.4 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.2.5 ~~Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.(1) CD containing the Drawings and Specifications, in PDF format, free of charge.~~

### § 2.3 OWNER'S RIGHT TO STOP THE WORK

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

### § 2.4 OWNER'S RIGHT TO CARRY OUT THE WORK

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such deficiencies. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect or failure. ~~Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect.~~ ~~failure.~~ If payments then or thereafter due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner.

## ARTICLE 3 CONTRACTOR

### § 3.1 GENERAL

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

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§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

### § 3.2 REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS BY CONTRACTOR

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.2.3, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents. Any failure by the Contractor to acquaint himself with such information shall not relieve him from the responsibility for successfully performing the Work.

.1 Dimensions of Work shall not be determined by scale or rule, but figured dimensions shall be used at all times.

.2 The Contractor shall verify all dimensions by measurement at the jobsite, and shall take any and all other measurements necessary to verify the drawings and to properly layout the Work.

.3 The study of the Contract Documents by the Contractor shall be made sufficiently in advance of the actual layout of the Work so as to allow the Contract Documents to be interpreted or modified by the Engineer/Architect.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions issued by the Architect in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall make Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner as would have been avoided if the Contractor had performed such obligations. If the Contractor performs these obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, or for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities. Documents unless the Contractor recognized such error, inconsistency, omission or difference and knowingly failed to report it to the Architect.

### § 3.3 SUPERVISION AND CONSTRUCTION PROCEDURES

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences or procedures, the Contractor shall evaluate the jobsite safety thereof and, except as stated below, shall be fully and solely responsible for the jobsite

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safety of such means, methods, techniques, sequences or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely written notice to the Owner and Architect and shall not proceed with that portion of the Work without further written instructions from the Architect. If the Contractor is then instructed to proceed with the required means, methods, techniques, sequences or procedures without acceptance of changes proposed by the Contractor, the Owner shall be solely responsible for any loss or damage arising solely from those Owner-required means, methods, techniques, sequences or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

#### § 3.4 LABOR AND MATERIALS

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work authorized by the Architect in accordance with Sections 3.12.8 or 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

Substituted Materials. Request for approval of any substituted material and equipment for those specified or shown on the drawings shall be made in writing to the Engineer within 30 days after award of the Contract. If this request is not submitted, the Engineer reserves the right to have the Contractor furnish the material and equipment definitely specified or shown on the plans. The Contractor shall show, in writing, the monetary savings, improvement in quality, time savings, and other factors to be gained from the proposed substitute. Approval of substitute materials and equipment will be at the sole discretion of the Engineer.

Or Equal. It is not the intent of these specifications to exclude or omit products or any responsible manufacturer, if said products are equal in every respect to those mentioned herein. Whenever an article, or any class of materials is specified by trade name or by name of any particular patentee, manufacturer or dealer, it shall be taken as intending to mean equal thereto in quality, finish, size, and durability and equally as serviceable for the purpose for which it is or they intended. Request for approval of any "equal" material or product for those specified or shown on the drawings shall be made in writing to the Engineer within 30 days after award of the Contract. If this request is not submitted, the Engineer reserves the right to have the Contractor furnish the material and products definitely specified and shown on the plans. The Contractor shall show, in writing, that the material or product being proposed is equal in every respect to that specified and shall provide all necessary supporting documentation requested by the Engineer. The quality shall be determined by the Engineer, and he alone shall be sole judge as to what materials or services will be accepted as equal. No substitution of materials, methods, or services specified shall be made without written approval from the Engineer.

Materials and Equipment Manufacturer's Recommendation. All materials, equipment or other items specified by trade or manufacturer's name shall be handled, installed, erected or connected in strict conformity with the manufacturer's recommendations and/or specifications.

By making requests for substitutions, the Contractor:

.1 Represents that the Contractor has personally investigated the proposed substitute product and determined that it is equal or superior in all respects to that specified;

.2 Represents that the Contractor will provide the same warranty for the substitution that the Contractor would for that specified;

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.3 Certifies that the cost data presented is complete and includes all related costs under this Contract except the Architect's redesign costs, and waives all claims for additional costs and time extensions related to the substitution which may subsequently become apparent; and

.4 Will coordinate the installation of the accepted substitute, making such changes as may be required for the Work to be complete in all respects.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

### § 3.5 WARRANTY

The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

### § 3.6 TAXES

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

### § 3.7 PERMITS, FEES, NOTICES AND COMPLIANCE WITH LAWS

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded. The Contractor shall be advised that there is NO permit fee for new construction, additions, etc. for CITY-OWNED BUILDINGS. Before final payment is made on the Project, Contractor shall demonstrate that the necessary inspections, certificates of occupancy, clearance, and/or acceptance from the City, State, Federal, and/or private entities/organizations such as from the City's Building Official, Corps of Engineers, Department of Environmental Quality, etc. have been obtained.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions. If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature, that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 21 days after first observance of the conditions. disturbed, Contractor shall not disturb such condition or perform any Work in connection therewith (except as aforesaid) until receipt of written order to do so "except in an emergency as required by Paragraph 10.4. . The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend an equitable adjustment in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor in writing, stating the reasons. With respect to unforeseen Work that is paid on a Unit Price Basis, any adjustment in quantity and Contract price will be determined

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by the Engineer/Architect subject to the provisions of Subparagraph 15.1.5.3. Engineer/Architect will review with the Contractor the Engineer's/Architect's preliminary determinations on such matters before rendering a written decision thereon (by recommendation of an Application for Payment or otherwise). If either party disputes the Architect's determination or recommendation, that party may proceed as provided in Article 15.

**§ 3.7.4.1 Possible Price and Times Adjustments.** Contractor shall not be entitled to any adjustment in the Contract Price or Contract Terms if:

- a. Contractor knew of the existence of such conditions at the time Contractor made a final commitment to Owner in respect to Contract price and Contract times by the submission of a Bid or becoming bound under a negotiated contract; or
- b. The existence of such condition could reasonably have been discovered or revealed as a result of examination, investigation, exploration, test, or stud of the Site and contiguous areas required by the bidding requirements or Contract Documents to be conducted by or for Contractor prior to Contractor's making such final commitment; or
- c. Contractor failed to give written notice within the time and as required by Subparagraph 3.7.4.

**§ 3.7.4.2 Subsurface and Physical Conditions.** The Contract Documents identify:

- a. Those reports of explorations and tests of subsurface conditions at or contiguous to the Site that the Engineer/Architect has used in preparing the Contract Documents;
- b. Those drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site that the Engineer/Architect has used in preparing the Contract Documents.

**§ 3.7.4.3 Limited Reliance by Contractor on Technical Data Authorized.** Contractor may rely upon the accuracy of the "technical data" contained in such reports and drawings, but such reports and drawings are not Contract Documents. Such "technical data", if any, shall be identified in Supplementary General Conditions. Contractor may not rely upon or make any claim against Owner, Engineer/Architect, or any of Engineer's/Architect's consultants with respect to:

- a. The completeness of such reports and drawings for Contractor's purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences, and procedures of construction to be employed by the Contractor, and safety precautions and programs incident thereto; or
- b. Any Contractor interpretation of or conclusion drawn from any "technical data" or any such data, interpretations, opinions, or information.

**§ 3.7.5** If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

**§ 3.8 ALLOWANCES**

**§ 3.8.1** The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

**§ 3.8.2** Unless otherwise provided in the Contract Documents,

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- .1 Allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2. The Contractor shall attach with monthly invoices the original copy of sales invoices/receipts for materials or equipment that are covered under allowances.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness in sufficient time to avoid delay in the Work..

### **§ 3.9 SUPERINTENDENT**

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor. Important communications shall be confirmed in writing. Other communications shall be similarly confirmed on written request in each case.

.1 The superintendent shall not be changed except with the consent of the Owner, unless the superintendent ceases to be in the Contractor's employ.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, and prior to mobilization or proceeding with any work on site, shall furnish in writing to the Owner through the Architect the name and qualifications of a proposed superintendent. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to the proposed superintendent or (2) that the Architect requires additional time to review. Failure of the Architect to reply within the 14 day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§3.9.4 The superintendent shall be present on the project site whenever work is being performed, unless otherwise authorized in writing by the Owner. The Contractor shall notify the Owner whenever the superintendent will be absent for four hours or more. This notification shall include the name of the designated substitute. Any substitute shall be familiar with the project and have the same authority of the primary superintendent. Verbal notification is acceptable for periods less than one full workday.

§3.9.5 The superintendent shall serve as a day to day point of contact on the contract for the Owner and shall, as a minimum, have the authority to:

- a. Act on behalf of the Contractor,
- b. Direct the work of subcontractors.
- c. Respond to directed changes in the schedule.
- d. Provide detailed updates to and respond to inquiries from the Owner on the progress of the work,
- e. Act upon verbal and written notification of non-conforming work.
- f. Respond to any complaints regarding the conduct or actions of any employee of the Contractor or any subcontractor.

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### § 3.10 CONTRACTOR'S CONSTRUCTION SCHEDULES

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall prepare and submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. At the Pre-Construction Conference, the Contractor shall submit to the Engineer for its timely review a preliminary construction schedule indicating the times (number of days or dates) for starting and completing the various stages of the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and Project, shall be related to the entire Project to the extent required by the Contract Documents, and shall provide for expeditious and practicable execution of the Work.

.1 The progress schedule shall be in the form of a bar graph and shall identify each major or critical activity. The progress schedule shall be updated monthly. Five (5) copies of the updated progress schedule shall be submitted with each Application for Payment.

§ 3.10.2 The Contractor shall prepare a submittal schedule, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, and shall submit the schedule(s) for the Architect's approval. The Architect's approval shall not unreasonably be delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

### § 3.11 DOCUMENTS AND SAMPLES AT THE SITE

The Contractor shall maintain at the site for the Owner one copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and one copy of approved Shop Drawings, Product Data, Samples and similar required submittals. These shall be available to the Architect and shall be delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

### § 3.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

.1 Reproduction of the Contract Drawings, or any portion thereof, shall not be acceptable.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents. Their purpose is to demonstrate the way by which the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve and submit to the Architect Shop Drawings, Product Data, Samples and similar submittals required by the Contract Documents in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate contractors.

The Contractor, within 15 days from the Notice to Proceed, shall submit to the Engineer/Architect for approval, a complete schedule of submittals for shop drawings and technical and/or engineering data sheets covering all items and equipment for this Contract as listed in each respective division. Submit for approval ~~six~~ (6) copies of certified Shop Drawings and technical data sheets plus sufficient copies for Contractor's use. Approval of the above submissions shall not relieve the Contractor from complying with the Drawings and Specifications, nor shall such approval be construed as a guarantee of the accuracy of dimensions or other covered items. The Engineer shall endeavor to process all drawings, data sheets, etc., within 21 calendar days of receipt unless impractical. Except for construction schedule and schedule of values that need to be turned over directly to the City for review/approval, the Contractor shall forward all other submittals for review/approval to only one clearing house. The City will notify the Contractor during the Pre-Construction Conference where to send these submittals.

.1 Unless otherwise directed or specified, samples shall be submitted in duplicate. Samples shall be properly labeled, bearing the name and quality of material, name of the manufacturer, name of Project, name of the Contractor and the date of submission.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, ~~or will do so~~ and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents. All copies of Shop Drawings submitted for approval shall bear the following statement: "Checked and certified correct for conformance with Contract Documents." This statement shall be dated and signed by the Contractor and shall appear on each submittal. One copy of each approved submittal shall be kept at job site at all times.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Architect.

.1 The Contractor shall furnish to the field as many prints of the approved Shop Drawings as may be required.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples or similar submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such written notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences and procedures. The Contractor shall not be required to provide professional services in violation of applicable law. If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall cause such services or certifications to be provided by a properly licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings and other submittals prepared by such professional. Shop Drawings and other submittals related to the Work designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor all

performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review, approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Contractor shall not be responsible for the adequacy of the performance and design criteria specified in the Contract Documents.

### § 3.13 USE OF SITE

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

### § 3.14 CUTTING AND PATCHING

§ 3.14.1 The Contractor shall be responsible for cutting, fitting or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting and patching shall be restored to the condition existing prior to the cutting, fitting and patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or separate contractors by cutting, patching or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter such construction by the Owner or a separate contractor except with written consent of the Owner and of such separate contractor; such consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold from the Owner or a separate contractor the Contractor's consent to cutting or otherwise altering the Work.

### § 3.14.3 UNDERGROUND UTILITY DAMAGE PREVENTION ACT

The Contractor shall be required and agrees to comply with all the provisions of the Virginia Underground Utility Damage Prevention Act (Section 56-265.14, et seq. Code of Virginia, 1950, as amended) and hereby agrees to hold the City of Norfolk harmless against any loss, damages or claims of any nature whatsoever arising out of the Contractor's failure to comply with the requirements of said Act.

### § 3.15 CLEANING UP

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery and surplus materials from and about the Project. In addition, immediately after the completion of the Work, or any portion thereof, the Contractor shall restore the facility, street, and surrounding area to a condition as clean as before the Work was begun. The drainage system shall also be inspected and cleaned by the Contractor. If done by the City or its agents, any expense the City may incur will be charged against the Contractor and deducted before Final Payment is made. The Contractor will be required to back fill along the edges of the sidewalks, driveways and curbs where settlement has occurred, and reshape and reslope where directed. Site must be maintained regularly according to State and City regulations, including regular grass cutting. During the progress of the Work, the sidewalks and portions of the streets adjoining the Work, or in its vicinity, must not be obstructed or littered, and the adjacent sidewalks and gutters must be kept clean as directed by the Engineer.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and ~~Owner shall be entitled to reimbursement from the costs thereof shall be charged to the Contractor.~~

### § 3.16 ACCESS TO WORK

The Contractor shall provide the Owner and Architect access to the Work in preparation and progress wherever located.

### § 3.17 ROYALTIES, PATENTS AND COPYRIGHTS

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for such defense or loss when a particular design, process or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications or other documents prepared by the Owner or Architect. However, if the

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Contractor has reason to believe that the required design, process or product is an infringement of a copyright or a patent, the Contractor shall be responsible for such loss unless such information is promptly furnished to the Architect.

### § 3.18 INDEMNIFICATION

§ 3.18.1 To the fullest extent permitted by law the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity ~~that which~~ would otherwise exist as to a party or person described in this Section 3.18.

§3.18.1.1 The requirements of this Paragraph 3.18 shall be incorporated into the Contractor's insurance policies in a manner approved by the Owner.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts.

## ARTICLE 4 ARCHITECT

### § 4.1 GENERAL

§ 4.1.1 ~~The Owner shall retain an architect-architect is the person~~ lawfully licensed to practice architecture or an entity lawfully practicing architecture ~~in the jurisdiction where the Project is located. That person or entity is identified as the Architect-identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The term "Architect" means the Architect or the Architect's authorized representative.~~

§ 4.1.2 Duties, responsibilities and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified or extended without written consent of the Owner, Contractor and Architect. Consent shall not be unreasonably withheld.

~~§ 4.1.3 If the employment of the Architect is terminated, the Owner shall employ a successor architect as to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.~~

### § 4.1.3. Intentionally Omitted.

### § 4.2 ADMINISTRATION OF THE CONTRACT

§ 4.2.1 As the Owner's Project representative, the Consulting Engineer's/Architect's duties, responsibilities and limitations of authority shall be presented during the Pre-Construction Conference. The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§4.2.1.1 Engineer – An individual or entity having a contract with the Owner to furnish services as Owner's independent professional consultant with respect to the Project and who is identified as such in the Agreement.

§ 4.2.2 ~~The Architect- Architect, as a representative of the Owner, will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the the Contractor's operations (1) to become familiar with and to keep the Owner informed about the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that (2) to endeavor to guard the Owner against defects and deficiencies in the Work, when fully completed, will be~~

in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will ~~not have control over, charge of, or responsibility neither have control over, or charge of, nor be responsible~~ for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents, except as provided in Section 3.3.1.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of and will not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

#### § 4.2.4 COMMUNICATIONS FACILITATING CONTRACT ADMINISTRATION

Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Contractor shall endeavor to communicate with each other through the Architect about matters arising out of or relating to the Contract. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and material suppliers shall be through the Contractor. Communications by and with separate contractors shall be through the Owner.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.5.2 and 13.5.3, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5 and 3.12. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may authorize minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more project representatives to assist in carrying out the Architect's responsibilities at the site. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in an exhibit to be incorporated in the Contract Documents.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§4.2.15 Pre-Construction Conference. Before starting the Work, the Engineer/Architect/Owner will schedule a conference to review the requirements on such matters as Project supervision and on-site inspection, Shop Drawing schedules and submission, progress schedules and reports, payrolls, payments to contractors, contract change orders, insurance, safety, labor provisions and equal opportunity in employment and any other items pertinent to the Project. Present at the conference will be the Engineer/Architect, Owner, Project Representative, the Contractor, and its Superintendent for the project.

## ARTICLE 5 SUBCONTRACTORS

### § 5.1 DEFINITIONS

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a separate contractor or subcontractors of a separate contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

### § 5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

§ 5.2.1 Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, ~~as soon as practicable within 15 days~~ after award of the Contract, shall furnish in writing to the Owner through the Architect the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each ~~principal portion of the Work~~. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to any such proposed person or entity or (2) that the Architect requires additional time for review. Failure of the Owner or Architect to reply within the ~~14 day~~ 14 day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. ~~If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order~~

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shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person or entity previously selected if the Owner or Architect-Architect, upon written notice of such intent, makes reasonable objection to such substitution.

### § 5.3 SUBCONTRACTUAL RELATIONS

By appropriate agreement, written where legally required for validity, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

### § 5.4 CONTINGENT ASSIGNMENT OF SUBCONTRACTS

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor in writing; and
- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

~~When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.~~

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

~~§ 5.4.3 Upon such assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.~~

~~§ 5.4.3. Intentionally Omitted.~~

### §5.5 SUBCONTRACTORS COORDINATION OF WORK

Every subcontractor performing work that affects others shall provide for all requirements of the other trades, notwithstanding the Contractor's responsibility to coordinate the Work. Should the work provided by unsuitable for the application of work by any other subcontractor, the subcontractor shall notify the Contractor and the Engineer in writing immediately. The Contractor is required to forward a copy of correspondence from his subcontractors providing notice of unsuitable work.

## ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

### § 6.1 OWNER'S RIGHT TO PERFORM CONSTRUCTION AND TO AWARD SEPARATE CONTRACTS

§ 6.1.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other construction or

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operations on the site under Conditions of the Contract identical or substantially similar to these including those portions related to insurance and waiver of subrogation. ~~If the Contractor claims that delay or additional cost is involved because of such action by the Owner, the Contractor shall make such Claim as provided in Article 15. subrogation..~~

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each separate contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with other separate contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to the construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, separate contractors and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces, the Owner shall be deemed to be subject to the same obligations and to have the same rights that apply to the Contractor under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6 and Articles 10, 11 and 12.

## § 6.2 MUTUAL RESPONSIBILITY

§ 6.2.1 The Contractor shall afford the Owner and separate contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Architect apparent discrepancies or defects in such other construction that would render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acknowledgment that the Owner's or separate contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discoverable.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a separate contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a separate contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or separate contractors as provided in Section 10.2.5.

§ 6.2.5 The Owner and each separate contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

## § 6.3 OWNER'S RIGHT TO CLEAN UP

If a dispute arises among the Contractor, separate contractors and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

## ARTICLE 7 CHANGES IN THE WORK

### § 7.1 GENERAL

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor and Architect; a Construction Change Directive requires agreement by the Owner and Architect and may or between the Owner and Contractor; a

Construction Change Directive may not be agreed to by the Contractor; an order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents, and the Contractor shall proceed promptly, unless otherwise provided in the Change Order, Construction Change Directive or order for a minor change in the Work.

§ 7.1.4 Modifications shall be in compliance with the Code of the City of Norfolk, Virginia, Chapter 33.1

## § 7.2 CHANGE ORDERS

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

## § 7.3 CONSTRUCTION CHANGE DIRECTIVES

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon; Where the Contract Documents provide that all or part of the Work is to be Unit Price Work, initially the Contract Price will be deemed to include for all Unit Price Work an amount equal to the sum of the unit price for each separately identified item of Unit Price Work times the estimated quantity of each item as indicated in the Agreement. The estimated quantities of items of Unit Price work are not guaranteed and are solely for the purpose of comparison of Bids and determining an initial Contract Price. Determinations of the actual quantities and classifications of Unit Price Work performed by Contractor will be made by Engineer's/Architect's recommendation to City as follows:

Engineer/Architect will review with Contractor the Engineer's/Architect's preliminary determinations on such matters before rendering a written recommendation thereon (by endorsement of an Application for Payment or otherwise). City's written decision thereon (by approval of Application for Payment or otherwise) will be final and binding (except as modified by Engineer/Architect to reflect changed factual conditions or more accurate data) upon Contractor, subject to the provisions of Paragraph 7.3.4.

- .3 Each unit price will be deemed to include an amount considered by Contractor to be adequate to cover Contractor's overhead and profit for each separately identified item..3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee;
- .4 As provided in Section 7.3.7.

§ 7.3.4 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed in a proposed Change Order or Construction Change Directive so that application of such unit prices to quantities of Work proposed will cause substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted; adjusted provided that there is no corresponding adjustment with respect to any other item of Work.

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§ 7.3.5 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.6 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.7 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.7 shall be limited to the following:

1. Costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or custom, and workers' compensation insurance;
2. Costs of materials, supplies and equipment, including cost of transportation, whether incorporated or consumed;
3. Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
4. ~~Costs of premiums for all bonds and insurance, permit fees, and sales, use or similar taxes related to the Work; and~~ Overhead and Profit: Overhead and profit costs, except where such costs have been determined by means of clause 7.3.3.2 above, wherein such costs are included in the unit prices, shall be determined as follows:

Fifteen percent (15%) of the costs determined above shall be paid for overhead and profit of the Contractor or subcontractor(s) actually performing the work, including, but not limited to, field and home office expense, superintendent, taxes, subsistence expenses of any nature, premiums on bonds, insurance, and all other costs and expenses as determined by the City.

In the event the work is performed by a subcontractor or subcontractors, the Contractor shall be paid ten percent (10%) of the total of the costs determined above, excluding the subcontractor's or subcontractors' overhead and profit, to cover and compensate the Contractor for its overhead and profit;

5. ~~Additional costs of supervision and field-office personnel directly attributable to the change,~~ Intentionally Omitted.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. ~~Architect plus overhead and profit to actual net cost.~~ When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, ~~the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The amounts not in dispute for such changes in the Work shall be included in Applications for Payment accompanied by a Change Order indicating the parties' agreement with part or all of such costs. For any portion of such cost that remains in dispute, the Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim costs. That determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.~~

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

#### § 7.4 MINOR CHANGES IN THE WORK

The Architect has authority to order minor changes in the Work not involving adjustment in the Contract Sum or extension of the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes will be effected by written order signed by the Architect and shall be binding on the Owner and Contractor.

### ARTICLE 8 TIME

#### § 8.1 DEFINITIONS

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

#### § 8.2 PROGRESS AND COMPLETION

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, prematurely commence operations on the site or elsewhere prior to the effective date of insurance required by Article 11 to be furnished by the Contractor and Owner. The date of commencement of the Work shall not be changed by the effective date of such insurance.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

#### § 8.3 DELAYS AND EXTENSIONS OF TIME

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the Owner or Architect, or of an employee of either, or of a separate contractor employed by the Owner; or by changes ordered in the Work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control; or by delay authorized by the ~~Owner pending mediation and arbitration;~~ Owner; or by other causes that the Architect determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

### ARTICLE 9 PAYMENTS AND COMPLETION

#### § 9.1 CONTRACT SUM

The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

#### § 9.2 SCHEDULE OF VALUES

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit to the Architect, before the first Application for Payment, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as



the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

### § 9.3 APPLICATIONS FOR PAYMENT

Based upon Applications for Payment submitted to the Engineer by the Contractor and certificates for payment issued by the Engineer, the City shall make monthly progress payments on account of the Contract Sum to the Contractor as provided in these General Conditions of the Contract as follows:

The City will endeavor to pay the Contractor, on or about the thirtieth calendar day after receipt of Request for Payment, ninety-five (95%) of the portion of the Contract Sum properly allocated to labor, materials and equipment incorporated in the work and ninety-five percent (95%) of the portion of the Contract Sum properly allocated to materials and equipment suitably stored at the site or at some other location agreed upon in writing by the parties, less the aggregate of previous payments in each case; provided however, the City, at any time after fifty percent (50%) of the Work has been completed, if it finds that satisfactory progress is being made, may in its sole discretion may any of the remaining partial payments in full. Also, upon Substantial Completion of the Work, the City may increase total payment to one hundred percent (100%) of the Contract sum, less such retainage as the Engineer shall determine for incomplete work and unsettled claims. But such full payment or payments shall in no manner be construed as reducing the amount of the bond or the liability of the Surety thereon, until Final Completion and acceptance of all lines of Work herein set forth. Final Payment shall be made upon completion of all work and acceptance by the Engineer in accordance with the General Conditions.

The action of the Engineer by which the Contractor is to be bound according to the terms of this Contract shall be evidenced by his final estimate and certificate, all prior estimates upon which ninety-five percent (95%) or more may be made, being merely payments on account, and not payments for accepted work, and subject to the corrections of such final estimate, which may be made without notice to the Contractor thereof, or of the measurements upon which the same is based.

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. Such application ~~shall be notarized, if required, shall, certified by an officer of the firm~~ and supported by such data substantiating the Contractor's right to payment as the Owner or Architect may require, such as copies of requisitions from Subcontractors and material suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, ~~or by interim determinations of the Architect,~~ but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or material supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage and transportation to the site for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or encumbrances in favor of the Contractor, Subcontractors, material suppliers, or other persons or entities making a claim by reason of having provided labor, materials and equipment relating to the Work.

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## § 9.4 CERTIFICATES FOR PAYMENT

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either issue to the Owner a Certificate for Payment, with a copy to the Contractor, for such amount as the Architect determines is properly due, or notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in whole or in part as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data comprising the Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion and to specific qualifications expressed by the Architect. The issuance of a Certificate for Payment will further constitute a representation that the Contractor is entitled to payment in the amount certified. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

## § 9.5 DECISIONS TO WITHHOLD CERTIFICATION

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims unless security acceptable to the Owner is provided by the Contractor;
- .3 failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a separate contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay;
- or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents; ~~Documents, or~~
- .8 failure to comply with obligations under the Contract.

§ 9.5.2 When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld. The City reserves the right to determine payment made.

§ 9.5.3 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or material or equipment suppliers to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Architect will reflect such payment on the next Certificate for Payment.

## § 9.6 PROGRESS PAYMENTS

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor no later than seven days after receipt of payment from the Owner the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.3. A Subcontractor inquiry for progress payment and other information shall be directed to the City Attorney's office under the Freedom of Information Act.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and material and equipment suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay or to see to the payment of money to a Subcontractor, except as may otherwise be required by law.

§ 9.6.5 Contractor payments to material and equipment suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors and suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, shall create any fiduciary liability or tort liability on the part of the Contractor for breach of trust or shall entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

#### § 9.7 FAILURE OF PAYMENT

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' written notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shut-down, delay and start-up, plus interest as provided for in the Contract Documents. Intentionally Omitted.

#### § 9.8 SUBSTANTIAL COMPLETION

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification

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by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

**§ 9.8.4** When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, shall establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance, and shall fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

**§ 9.8.5** The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in such Certificate. Upon such acceptance and consent of surety, if any, the Owner shall make payment of retainage applying to such Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

#### **§ 9.9 PARTIAL OCCUPANCY OR USE**

**§ 9.9.1** The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer as required under Section 11.3.1.5 and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

**§ 9.9.2** Immediately prior to such partial occupancy or use, the Owner, Contractor and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

**§ 9.9.3** Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

#### **§ 9.10 FINAL COMPLETION AND FINAL PAYMENT**

**§ 9.10.1** Upon receipt of the Contractor's written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection and, when the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

**§ 9.10.2** Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner, (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment and (5), if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. The Contractor shall submit a Contractor's release from liens, claims, security interests or encumbrances

along with final invoice. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- .1 liens, Claims, security interests or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents; or
- .3 terms of special warranties required by the Contract Documents.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

## ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

### § 10.1 SAFETY PRECAUTIONS AND PROGRAMS

The Contractor shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract.

### § 10.2 SAFETY OF PERSONS AND PROPERTY

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody or control of the Contractor or the Contractor's Subcontractors or Sub-subcontractors; and
- .3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction. The Contractor shall provide temporary fences, barricades, coverings, or other protection to preserve existing items indicated to remain and to prevent injury or damage to persons or property.

This includes providing protection of the Work, materials, appliances and fixtures against weather, rain, wind, storms, freezing or heat. At the end of the day's work, work likely to be damaged shall be properly protected. For work on existing buildings, the Contractor shall accomplish the work in such a manner that the remainder of the building, and its contents and inhabitants, are fully protected from any weather damage.

The contractor shall be responsible for ensuring that adequate measures are taken to secure materials and equipment during the progress of the Work to prevent storm-related hazards. It is, therefore, essential that the contractor take necessary precautions to ensure that openings in the building are monitored carefully. The Contractor shall take immediate actions required to seal of such openings when rain or other detrimental weather is imminent, and at the end of each workday; and ensure that the openings are completely sealed off to protect materials and equipment in the building from damage.

The provisions of this subparagraph take precedence over any similar provisions contained in the technical specifications.

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§ 10.2.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury or loss.

§ 10.2.3 The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent sites and utilities.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3, except damage or loss attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

#### § 10.2.8 INJURY OR DAMAGE TO PERSON OR PROPERTY

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, written notice of such injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

#### § 10.3 HAZARDOUS MATERIALS

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner and Architect in writing.

§ 10.3.2 Upon receipt of the Contractor's written notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of such material or substance or who are to perform the task of removal or safe containment of such material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. ~~If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection.~~ Owner. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner ~~direction by the City~~ and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased in the amount of the Contractor's reasonable additional costs of shut-down, delay and start-up.

**§ 10.3.3** To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss or expense is due to the fault or negligence of the party seeking indemnity.

**§ 10.3.3. Intentionally Omitted.**

**§ 10.3.4** The Owner shall not be responsible under this Section 10.3 for materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. site. The Owner shall be responsible for materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

**§ 10.3.5** The Contractor shall indemnify the Owner for the cost and expense the Owner incurs (1) for remediation of a material or substance the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

**§ 10.3.6** If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Contractor for all cost and expense thereby incurred.

**§ 10.4 EMERGENCIES**

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

**§ 10.4.1 Emergency Conditions.** The issuance of a Declaration of Emergency conditions by any authorized government official may result in the suspension of the Work under the Contract and/or the ordering by the City of additional work. The Contractor shall make available to the City, during the time of the declared emergency, labor and equipment for such services under the terms and conditions of the Contract. Labor and equipment rates shall not exceed FEMA reimbursable rates for the Hampton Roads area. Failure to comply with such emergency directives may result in termination of the Contract by reason of non-compliance.

**ARTICLE 11 INSURANCE AND BONDS**

**§ 11.1 CONTRACTOR'S LIABILITY INSURANCE**

See Subparagraphs 3.18.1 and 10.3.1

**§ 11.1.1** The Contractor shall purchase from and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations and completed operations under the Contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- .1 Claims under workers' compensation, disability benefit and other similar employee benefit acts that are applicable to the Work to be performed;
- .2 Claims for damages because of bodily injury, occupational sickness or disease, or death of the Contractor's employees;
- .3 Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Contractor's employees;
- .4 Claims for damages insured by usual personal injury liability coverage;

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- .5 Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
- .6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
- .7 Claims for bodily injury or property damage arising out of completed operations; and
- .8 Claims involving contractual liability insurance applicable to the Contractor's obligations under Section 3.18.

§ 11.1.2 The insurance required by Section 11.1.1 shall be written for not less than limits of liability. All liability policies shall be written in an occurrence form unless otherwise specifically approved by the City.

The Contractor shall secure and maintain in force insurance, including malicious mischief and vandalism, with minimum acceptable amounts described below, naming the City as additional insured during the life of the Contract:

<u>.1</u>	<u>Worker's Compensation</u>	<u>Statutory</u>
	<u>Employer's Liability</u>	<u>\$ 200,000 per accident injury</u>
<u>.2</u>	<u>Commercial General Liability</u>	<u>Combined single limit \$3,000,000 or</u>
		<u>\$2,000,000 per occurrence</u>
		<u>\$3,000,000 aggregate</u>
		<u>\$3,000,000 products &amp; completed</u>
		<u>operations</u>

The Commercial General Liability Insurance required above shall include the following extensions of coverage:

- (1) The coverage shall be provided under a Comprehensive form of policy or similar thereto.
- (2) X.C.U. Coverage – If the Contract requires any work procedures involving blasting, excavating, tunneling or other underground work, the liability coverage shall include Standard Blasting or Explosion Coverage, Standard Collapse Coverage and Standard Underground Coverage, commonly referred to as XCU liability coverage with limits of \$500,000 per occurrence and \$1,000,000 aggregate.
- (3) Broad Form Property Damage Endorsement.
- (4) Contractual Liability coverage shall be included.
- (5) Protective Liability coverage shall be included to protect the Contractor against claims arising out of operations performed by its Subcontractors.
- (6) Products Liability and/or Completed Operations coverage shall be included.

<u>.3</u>	<u>Comprehensive Automobile Liability including owned, non-owned and hired vehicles:</u>	
	<u>Combined Single limit each accident</u>	<u>\$2,000,000</u>
	<u>Bodily Injury</u>	<u>\$1,000,000 per person</u>
		<u>\$2,000,000 per occurrence</u>
		<u>\$2,000,000 aggregate</u>
	<u>Property Damage</u>	<u>\$ 500,000 per occurrence</u>

.4 Environmental Impairment Liability Insurance. If applicable, as determined by the City, the Contractor shall procure and maintain during the life of the Contract Environmental Impairment Liability Insurance, which shall protect against all claims and costs including, but not limited to, bodily injury or property damage claims (including clean-up costs) caused by pollution conditions, as herein defined, arising from the contracted work. Pollution conditions means the discharge, dispersal, release or escape of smoke, vapor, soot, fumes, acids, alkalis, toxic chemicals, liquids, gases, waste materials or other irritants, contaminants, or pollutants into or upon land, the atmosphere or any watercourse or body of water, which results in bodily injury or property damage. The



policy limits will be determined by the City and specified in the Contract Documents or required by law, whichever coverage is greater. Coverages, whether written on an occurrence or as prescribed by City, State or Federal law/regulations.

Coverages, written on a claims-made basis, shall be maintained without interruption from the date of commencement of the Work until at least one year following the date of final payment and termination of any coverage required to be maintained after final payment, and, with respect to the Contractor's completed operations coverage, until the expiration of the period for correction of Work or for such other period for maintenance of completed operations coverage as specified in the Contract Documents.

§ 11.1.3 Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by this Section 11.1 shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment as required by Section 9.10.2 and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 11.1.2. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness.

§ 11.1.3. All insurance policies required hereunder shall contain an express provision therein, or endorsement attached thereto, worded substantially as follows:

"This is not to be cancelled or become subject to reduction of coverage prior to thirty days after the insured has received written notice mailed to the address noted hereinbefore, as evidenced by return receipt of registered letter."

All insurance certificates and/or policies shall designate the City of Norfolk, its employees, and its agents as "additional insured" regarding the contracted Work.

Certificates of Insurance issued by companies licensed within the Commonwealth of Virginia shall provide the designed insurance.

Contractor shall notify the City in writing within 10 days after receiving notice of any cancellation or reduction in coverage.

§ 11.1.4 The Contractor shall cause the commercial liability coverage required by the Contract Documents to include (1) the Owner, the Architect and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's completed operations. SUBCONTRACTOR'S INSURANCE. The Contractor shall required all subcontractors to secure and maintain in force insurance containing the same coverage and amounts as described in Subparagraph 11.1.2.

#### **§ 11.2 OWNER'S LIABILITY INSURANCE**

The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance. Intentionally Omitted.

#### **§ 11.3 PROPERTY INSURANCE**

§ 11.3.1 Unless otherwise provided, the Owner shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made as provided in Section 9.10 or until no person or entity other than the Owner has an insurable interest in the property required by this Section 11.3 to be covered,

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whichever is later. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub-subcontractors in the Project.

§ 11.3.1.1 Property insurance shall be on an "all-risk" or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's and Contractor's services and expenses required as a result of such insured loss.

§ 11.3.1.2 If the Owner does not intend to purchase such property insurance required by the Contract and with all of the coverages in the amount described above, the Owner shall so inform the Contractor in writing prior to commencement of the Work. The Contractor may then effect insurance that will protect the interests of the Contractor, Subcontractors and Sub-subcontractors in the Work, and by appropriate Change Order the cost thereof shall be charged to the Owner. If the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain insurance as described above, without so notifying the Contractor in writing, then the Owner shall bear all reasonable costs properly attributable thereto.

§ 11.3.1.3 If the property insurance requires deductibles, the Owner shall pay costs not covered because of such deductibles.

§ 11.3.1.4 This property insurance shall cover portions of the Work stored off the site, and also portions of the Work in transit.

§ 11.3.1.5 Partial occupancy or use in accordance with Section 9.9 shall not commence until the insurance company or companies providing property insurance have consented to such partial occupancy or use by endorsement or otherwise. The Owner and the Contractor shall take reasonable steps to obtain consent of the insurance company or companies and shall, without mutual written consent, take no action with respect to partial occupancy or use that would cause cancellation, lapse or reduction of insurance.

§ 11.3.1. Until the Work is completed and accepted by the City, the Contractor shall purchase and maintain a Builder's Risk or property insurance as is appropriate upon the entire Work at the Site to the full insurable value thereof.

§ 11.3.1.1. Intentionally Omitted.

§ 11.3.1.2. Intentionally Omitted.

§ 11.3.1.3. Intentionally Omitted.

§ 11.3.1.4. Intentionally Omitted.

§ 11.3.1.5. Intentionally Omitted.

#### **§ 11.3.2 BOILER AND MACHINERY INSURANCE**

The Owner shall purchase and maintain boiler and machinery insurance required by the Contract Documents or by law, which shall specifically cover such insured objects during installation and until final acceptance by the Owner; this insurance shall include interests of the Owner, Contractor, Subcontractors and Sub-subcontractors in the Work; and the Owner and Contractor shall be named insureds. Intentionally Omitted.

#### **§ 11.3.3 LOSS OF USE INSURANCE**

The Owner, at the Owner's option, may purchase and maintain such insurance as will insure the Owner against loss of use of the Owner's property due to fire or other hazards, however caused. The Owner waives all rights of action against the Contractor for loss of use of the Owner's property, including consequential losses due to fire or other hazards however caused.

§ 11.3.4 If the Contractor requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Owner shall, if possible, include such insurance, and the cost thereof shall be charged to the Contractor by appropriate Change Order.

§ 11.3.5 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, the Owner shall waive all rights in accordance with the terms of Section 11.3.7 for damages caused by fire or other causes of loss covered by this separate property insurance. All separate policies shall provide this waiver of subrogation by endorsement or otherwise.

§ 11.3.6 Before an exposure to loss may occur, the Owner shall file with the Contractor a copy of each policy that includes insurance coverages required by this Section 11.3. Each policy shall contain all generally applicable conditions, definitions, exclusions and endorsements related to this Project. Each policy shall contain a provision that the policy will not be canceled or allowed to expire, and that its limits will not be reduced, until at least 30 days' prior written notice has been given to the Contractor.

#### § 11.3.7 WAIVERS OF SUBROGATION

The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, and (2) the Architect, Architect's consultants, separate contractors described in Article 6, if any, and any of their subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section 11.3 or other property insurance applicable to the Work, except such rights as they have to proceeds of such insurance held by the Owner as fiduciary. The Owner or Contractor, as appropriate, shall require of the Architect, Architect's consultants, separate contractors described in Article 6, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

§ 11.3.8 A loss insured under the Owner's property insurance shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.3.10. The Contractor shall pay Subcontractors their just shares of insurance proceeds received by the Contractor, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.

§ 11.3.9 If required in writing by a party in interest, the Owner as fiduciary shall, upon occurrence of an insured loss, give bond for proper performance of the Owner's duties. The cost of required bonds shall be charged against proceeds received as fiduciary. The Owner shall deposit in a separate account proceeds so received, which the Owner shall distribute in accordance with such agreement as the parties in interest may reach, or as determined in accordance with the method of binding dispute resolution selected in the Agreement between the Owner and Contractor. If after such loss no other special agreement is made and unless the Owner terminates the Contract for convenience, replacement of damaged property shall be performed by the Contractor after notification of a Change in the Work in accordance with Article 7.

§ 11.3.10 The Owner as fiduciary shall have power to adjust and settle a loss with insurers unless one of the parties in interest shall object in writing within five days after occurrence of loss to the Owner's exercise of this power; if such objection is made, the dispute shall be resolved in the manner selected by the Owner and Contractor as the method of binding dispute resolution in the Agreement. If the Owner and Contractor have selected arbitration as the method of binding dispute resolution, the Owner as fiduciary shall make settlement with insurers or, in the case of a dispute over distribution of insurance proceeds, in accordance with the directions of the arbitrators.

#### § 11.4 PERFORMANCE BOND AND PAYMENT BOND

§ 11.4.1 The Owner shall have the right to require the Contractor to furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder as stipulated in bidding requirements or specifically required in the Contract Documents on the date of execution of the Contract.

§ 11.4.2 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished. A Performance Bond and Payment Bond Rider is required for all Change Orders that are in the amount of \$100,000 or greater; or, if the aggregate total of multiple Change Orders is equal to or greater than \$100,000.

#### ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

##### § 12.1 UNCOVERING OF WORK

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, costs of uncovering and replacement shall, by appropriate Change Order, be at the Owner's expense. If such Work is not in accordance with the Contract Documents, such costs and the cost of correction shall be at the Contractor's expense unless the condition was caused by the Owner or a separate contractor in which event the Owner shall be responsible for payment of such costs.

##### § 12.2 CORRECTION OF WORK

###### § 12.2.1 BEFORE OR AFTER SUBSTANTIAL COMPLETION

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

###### § 12.2.2 AFTER SUBSTANTIAL COMPLETION

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of an applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the Owner to do so unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.4.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

~~§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.~~

###### § 12.2.2.3. Intentionally Omitted.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

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§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction, whether completed or partially completed, of the Owner or separate contractors caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

### § 12.3 ACCEPTANCE OF NONCONFORMING WORK

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

## ARTICLE 13 MISCELLANEOUS PROVISIONS

### § 13.1 GOVERNING LAW

The Contract shall be governed by the law of the place where the Project is located except that, if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

### § 13.2 SUCCESSORS AND ASSIGNS

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate such assignment.

### § 13.3 WRITTEN NOTICE

Written notice shall be deemed to have been duly served if delivered in person to the individual, to a member of the firm or entity, or to an officer of the corporation for which it was intended; or if delivered at, or sent by registered or certified mail or by courier service providing proof of delivery to, the last business address known to the party giving notice.

### § 13.4 RIGHTS AND REMEDIES

§ 13.4.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.

§ 13.4.2 No action or failure to act by the Owner, Architect or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach there under, except as may be specifically agreed in writing.

### § 13.5 TESTS AND INSPECTIONS

§ 13.5.1 Tests, inspections and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of (1) tests, inspections or approvals that do not become requirements until

after bids are received or negotiations concluded, and (2) tests, inspections or approvals where building codes or applicable laws or regulations prohibit the Owner from delegating their cost to the Contractor.

§ 13.5.2 If the Architect, Owner or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection or approval not included under Section 13.5.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection or approval by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.5.3, shall be at the Owner's expense.

§ 13.5.3 If such procedures for testing, inspection or approval under Sections 13.5.1 and 13.5.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure including those of repeated procedures and compensation for the Architect's services and expenses shall be at the Contractor's expense.

§ 13.5.4 Required certificates of testing, inspection or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.5.5 If the Architect is to observe tests, inspections or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.5.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

#### § 13.6 INTEREST

~~Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at such rate as the parties may agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.~~ Intentionally Omitted.

#### § 13.7 TIME LIMITS ON CLAIMS

The Owner and Contractor shall commence all claims and causes of action, whether in contract, tort, breach of warranty or otherwise, against the other arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in the Agreement within the time period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all claims and causes of action not commenced in accordance with this Section 13.7.

### ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

#### § 14.1 TERMINATION BY THE CONTRACTOR

~~§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, for any of the following reasons:~~

- ~~1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;~~
- ~~2 An act of government, such as a declaration of national emergency that requires all Work to be stopped;~~
- ~~3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or~~
- ~~4 The Owner has failed to furnish to the Contractor promptly, upon the Contractor's request, reasonable evidence as required by Section 2.2.1.~~

~~§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, repeated suspensions, delays or interruptions of the entire Work by the Owner as described in Section 14.3 constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.~~

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§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' written notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, including reasonable overhead and profit, costs incurred by reason of such termination, and damages.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing portions of the Work under contract with the Contractor because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' written notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.1.1:

- 1.
- 2.
- 3.
- 4.

§ 14.1.2. Intentionally Omitted.

§ 14.1.3. Intentionally Omitted.

§ 14.1.4. Intentionally Omitted.

§ 14.2 TERMINATION BY THE OWNER FOR CAUSE

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- 1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- 2 fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
- 3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- 4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the above reasons exist, the Owner, ~~upon certification by the Initial Decision Maker that sufficient cause exists to justify such action,~~ may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- 1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- 2 Accept assignment of subcontracts pursuant to Section 5.4; and
- 3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 SUSPENSION BY THE OWNER FOR CONVENIENCE

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work in whole or in part for such period of time as the Owner may determine.

Init.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay or interruption as described in Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was or would have been so suspended, delayed or interrupted by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

#### § 14.4 TERMINATION BY THE OWNER FOR CONVENIENCE

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of written notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, the Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work ~~not executed.~~ executed and costs incurred from this termination.

### ARTICLE 15 CLAIMS AND DISPUTES

#### § 15.1 CLAIMS

##### § 15.1.1 DEFINITION

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim.

##### § 15.1.2 NOTICE OF CLAIMS

Claims by either the Owner or Contractor must be initiated by written notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

##### § 15.1.3 CONTINUING CONTRACT PERFORMANCE

Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents. The Architect will prepare Change Orders and issue Certificates for Payment in accordance with the decisions of the Initial Decision Maker.

##### § 15.1.4 CLAIMS FOR ADDITIONAL COST

If the Contractor wishes to make a Claim for an increase in the Contract Sum, written notice as provided herein shall be given before proceeding to execute the Work. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

##### § 15.1.5 CLAIMS FOR ADDITIONAL TIME

§ 15.1.5.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, written notice as provided herein shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.5.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated and had an adverse effect on the scheduled construction.

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#### § 15.1.6 CLAIMS FOR CONSEQUENTIAL DAMAGES

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.6 shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

#### § 15.2 INITIAL DECISION

§ 15.2.1 Decision of Owner. Claims, excluding those arising under Sections 10.3, 10.4, 11.3.9, and 11.3.10, shall be referred to the Initial Decision Maker for initial decision, ~~evaluation and recommendation.~~ The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an ~~initial decision~~ final decision by the Owner shall be required as a condition precedent to ~~mediation of any Claim~~ litigation of all Claims between the Contractor and Owner arising prior to the date final payment is due, unless 30 days have passed after the Claim has been referred to the ~~Initial Decision Maker~~ Architect with no decision having been rendered, ~~rendered by the Owner.~~ Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not ~~decide~~ evaluate disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The ~~Initial Decision Maker~~ Architect will review Claims and within ten days of the receipt of ~~a the Claim~~ take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) ~~reject~~ recommend rejection of the Claim in whole or in part, (3) ~~approve~~ recommend approval of the Claim, (4) ~~suggest~~ recommend a compromise, or (5) advise the parties that the ~~Initial Decision Maker~~ Architect is unable to resolve the Claim if the ~~Initial Decision Maker~~ Architect lacks sufficient information to evaluate the merits of the Claim or if the ~~Initial Decision Maker~~ Architect concludes that, in the ~~Initial Decision Maker's~~ Architect's sole discretion, it would be inappropriate for the ~~Initial Decision Maker~~ Architect to ~~resolve~~ recommend resolution of the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will ~~either reject or approve~~ recommend ~~either rejection or approval of~~ the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will ~~render an initial decision~~ recommend approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The ~~initial Owner's~~ decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution subject of mediation or arbitration.

§ 15.2.6 ~~Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.~~

~~§ 15.2.6.1 Either party may, within 30 days from the date of an initial decision, demand in writing that the other party file for mediation within 60 days of the initial decision. If such a demand is made and the party receiving the demand fails to file for mediation within the time required, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.~~

~~§ 15.2.6. Intentionally Omitted.~~

~~§ 15.2.6.1. Intentionally Omitted.~~

§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

### § 15.3 MEDIATION

~~§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.6 shall be subject to mediation as a condition precedent to binding dispute resolution.~~

~~§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.~~

~~§ 15.3.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.~~

~~§ 15.3.1. Intentionally Omitted.~~

~~§ 15.3.2. Intentionally Omitted.~~

~~§ 15.3.3. Intentionally Omitted.~~

### § 15.4 ARBITRATION

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

~~§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.~~

~~§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.~~

~~§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.~~

~~§ 15.4.1. Intentionally Omitted.~~

~~§ 15.4.1.1. Intentionally Omitted.~~

~~§ 15.4.2. Intentionally Omitted.~~

~~§ 15.4.3. Intentionally Omitted.~~

#### **§ 15.4.4 CONSOLIDATION OR JOINDER**

~~§ 15.4.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).~~

~~§ 15.4.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.~~

~~§ 15.4.4.1. Intentionally Omitted.~~

~~§ 15.4.4.2. Intentionally Omitted.~~

~~§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Contractor under this Agreement. Intentionally Omitted.~~

## **PART II**

### **1. SCHEDULES AND REPORTS**

Contractor shall submit for approval the following items in four (4) copies prior to commencing the Work:

- a. A complete, detailed construction progress schedule in weekly increments, showing anticipated start and completion of all sections of the Work. Also, see sections 3.10 and 3.10.1
- b. A complete list of Subcontractors
- c. A breakdown of the Project contract price for use in processing monthly requisitions.
- d. A projection of contract's monthly cash flow requirements for the duration of the Project.
- e. The above requirements may be waived for small projects at the discretion of the Engineer.

### **2. MINORITY PARTICIPATION**

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The Contractor shall notify the City in writing of the names of any minority and disadvantaged business subcontractors to be used on the Project, including the estimated dollar amount of such subcontract and the minority classification of such subcontractors. A minority and disadvantaged business is one that is at least 51% owned by an Asian American, Black, Hispanic, and American Indian, Eskimo, Aleut, or Female.

### **3. EROSION & SEDIMENT CONTROL**

On construction projects that are required by the City's Erosion & Sediment Control ordinance (City Code Chapter 15) to have an approved erosion and sediment control plan, the Contractor shall be required to implement the approved plan and comply with all conditions of the plan. A copy of the approved plan and the Virginia Erosion and Sediment Control Handbook, (Third Edition, 1992) shall be kept at the City. If the Contractor determines that the approved plan can not be effectively carried out, the contractor shall be responsible for notifying the plan approving authority and requesting a plan amendment as provided for the in the Virginia Erosion and Sediment Control Law (Code of Virginia Title 10.1, Chapter 5, Article 4, Section 10.1-563C).

### **4. RIGHT TO AUDIT**

For cost-reimbursement contracts, change orders issued for fixed priced contracts or other contracts in excess of \$30,000, which include the provisions of services, the Contractor shall retain all books, records and other documents relative to this Contract for five (5) years after final payment or until audited by the Office of the City Auditors shall have full access to and the right to examine and duplicate any of said materials during said period.

## **DESCRIPTION OF ITEMS**

### **Lower Peterson Street Drainage Improvements**

**OWNER: CITY of NORFOLK, VIRGINIA**

#### **Bid Item No. 1 – Mobilization and Demobilization**

Payment for Mobilization/Demobilization shall be made as a **LUMP SUM**. The lump sum price shall include full compensation to comply with general conditions of the contract for mobilization and demobilization and cost of general project management including project superintendent.

No separate payment will be made for maintenance of traffic, work area signage, removing and replacing existing traffic signage and pavement markings. The price for Mobilization shall cover the costs for these other items listed.

The payment will be made based on percent complete of project items, and the City's representative shall determine percent complete.

#### **Bid Item No. 2 – Demolition**

Payment for Demolition shall be made as a **LUMP SUM**. The lump sum price shall include full compensation for all removal and disposal of existing pavement, temporary pavement, concrete median, concrete curb, sidewalks, catch-basins, sub-base, and any other materials to be removed or abandoned in place, including materials not shown on the contract drawings which are found during excavation.

Sawcutting at the limits of demolition shall be incidental to the work and shall be required to limit disturbance to adjacent areas.

The payment will be made based on percent complete of project items, and the City's representative shall determine percent complete.

#### **Bid Item No. 3 – Clearing and Grubbing**

Payment for Clearing and Grubbing shall be made as a **LUMP SUM**. The lump sum price shall include all materials, equipment and labor for the removal and disposal of existing trees and other vegetation as detailed on the contract documents

and required for the execution of the proposed improvements in such a manner as to avoid damage to nearby homes, property and over head lines.

The payment will be made based on percent complete of project items, and the City's representative shall determine percent complete.

#### **Bid Item No. 4 – Erosion and Sediment Control**

Payment for Erosion and Sediment Control shall be made as a **LUMP SUM**. This price shall include all the labor, equipment, and materials necessary to furnish, construct and/or install inlet protection, outlet protection, silt fence, tree protection, and construction entrances in accordance with the construction plans and the latest edition of the Virginia Erosion and Sediment Control Handbook. All installed practices must be maintained in working condition through the end of the land-disturbing activity. The price for this item shall also include maintenance, removal, and disposal of these measures after the site has been stabilized.

The payment will be made based on percent complete of project items, and the City's representative shall determine percent complete.

#### **Bid Item No. 5 – Excavation and Haul Off-site**

Payment for this item is based on the **CUBIC YARDS** excavated for the ditch construction. **Measurement will be based on the Plan Quantity provided on the bid form.** Excavation shall include the materials, equipment and labor necessary to excavate the existing ground to the appropriate subgrade necessary for the proposed improvements. This price shall also include the materials, labor and equipment to haul the excess material off-site and dispose of properly. Undercut excavation that is outside the normal plan earthwork limits shall be measured and paid for at the contract unit price for regular excavation.

#### **Bid Item No. 6 - Concrete Curb and Gutter (Norfolk Standard HS-202)**

Payment for installation of Curb shall be made on a contract unit price basis. Measurement shall be per **LINEAR FOOT** of Curb and Gutter installed. The contract unit price shall include full compensation for all labor, equipment and materials for the complete installation of the curb and gutter including base preparation, stone, rebar and doweling in accordance with the contract drawings and specifications.

**Bid Item No. 7 – Asphalt Pavement Milling**

Payment for Pavement Milling shall be made on a contract unit price basis. Measurement shall be per **SQUARE YARD** of pavement surface removed. The contract unit price shall include full compensation for all labor, material, and equipment to remove and dispose of existing pavement. Also included in the contract unit price shall be any sawcutting or hand labor required to complete milling operations, street sweeping/cleaning, and removal of debris as directed by the City Inspector. Positive drainage shall be established and maintained throughout the project limits.

**Bid Item No. 8 – SM-9.5D Asphalt Pavement Overlay (1.5” Thickness)**

Payment for Asphalt Pavement shall be made on a contract unit price basis. Measurement shall be per **TON** of asphalt pavement, of the type and class specified. The contract unit price shall include full compensation for all labor, material, and equipment to place top course of asphalt concrete in accordance with the contract drawings and specifications.

**Bid Item No. 9 – SM-9.5D Asphalt Pavement Patch (3” Thickness)**

Payment for Asphalt Pavement Patch shall be made on a contract unit price basis. Measurement shall be per **SQUARE YARDS** of asphalt pavement, of the type and class specified. The contract unit price for this item shall include 6” stone base. The contract unit price shall include full compensation for all labor, material, and equipment to place top course of asphalt concrete patch in accordance with the contract drawings and specifications.

**Bid Item No. 10 - VDOT Std. 21A or 21B Aggregate Base for Pipe Backfill (for all pipes in roadway other than utility crossing locations)**

Payment for Aggregate Base material shall be made on a contract unit price basis. Measurement shall be by the **TON** determined from typical section neat lines and length of need. The contract unit price shall include full compensation for all labor, material, and equipment for the placement and compaction of the aggregate base material in accordance with the contract drawings and specifications.

**Bid Item No. 11 – Course Aggregate VDOT No. 57 Stone (backfill at utility crossings)**

Payment for this item, when properly installed will be based upon the DAILY presentation of delivery tickets to the Inspector. Delivery tickets must be given to the Inspector on a daily basis and will NOT be accepted with monthly invoices. Course Aggregate No. 57 stone used as backfill at utility crossings will be measured and paid for by the **TON**. A delivery ticket shall accompany each load of course aggregate. Each ticket will be serially numbered, list the company supplying the fill material, truck number of trucks delivering material, date, size of load, and the project where delivered. In the event a material delivery ticket and delivery do not correspond, the Engineer may refuse the delivery and / or payment until such conditions are corrected to the satisfaction of the Engineer. Payment shall include the proper disposal of surplus material removed.

**Bid Item No. 12 – Curb Inlet (Norfolk Standard HS-101)**

Payment for installation of curb inlet shall be made on a contract unit price basis. Measurement shall be by **EACH** inlet installed. The contract unit price shall include full compensation for all labor, material, and equipment for the complete installation of the curb inlet including stone bedding, base preparation, forms, reinforcement, dowels, and incidentals in accordance with the contract drawings and specifications.

**Bid Item No. 13 – Topsoil**

Payment for this item is based on the **CUBIC YARDS**. **Measurement will be based on the Plan Quantity provided on the bid form.** This price shall include the application of 6" minimum depth topsoil for finishing and/or restoring disturbed areas as specified in the contract drawings and specifications. This price shall also include any necessary hand raking and removal of all rocks 1/2" or larger for preparation of seeding and mulching.

**Bid Item No. 14 - Seeding**

Payment for Seeding shall be made on a contract unit price basis. Measurement shall be per **SQUARE YARDS** of seeding. The contract unit price shall include full compensation for all labor, material, and equipment to apply seed in accordance with the contract drawings and specifications. This price shall also include



furnishing and applying mulch, fertilizer and lime as required by the contract drawings and specifications.

**Bid Item No. 15 – EC-3 Type C Matting**

Payment for EC-3 Matting shall be made on a contract unit price basis. Measurement shall be per **SQUARE YARDS** of EC-3 Matting. The contract unit price shall include full compensation for all labor, material, and equipment to install matting in accordance with the contract drawings and specifications.

**Bid Item No. 16 – Clean Stormwater Pump Diversion**

Payment for Clean Water Pump Diversion shall be made as a **LUMP SUM**. The lump sum price shall include all materials, equipment and labor for the dewatering, diversion and pump around as required to provide dry working conditions during the course of the project.

The payment will be made based on percent complete of project items, and the City's representative shall determine percent complete.

**Bid Item No. 17 – Manhole (Norfolk Standard HS-104)**

Payment for this item will be based on the number of **EACH** new manhole. The unit price bid for this item shall be full compensation for furnishing and installing the required Norfolk standard manhole, complete and in place. This cost shall include full compensation for all labor, materials, and equipment including excavation, shoring, dewatering, connections to piping, care and protection of existing utilities and structures, backfilling, compacting, installation of the concrete base, collar, cast iron frame and cover and all incidental items required for the complete installation of a manhole in accordance with the drawings and specifications.

**Bid Item No. 18 – Ductile Iron Sanitary Sewer Removal and Replacement**

By size, pipe shall be measured horizontally in **LINEAR FEET** along the centerline of the main from manhole to manhole or from manhole to cleanout, excluding inside manhole diameter (s) and two feet for the cleanout.

The unit price bid for this item shall be full compensation for furnishing and installing of the new pressure class 350 ductile iron sanitary sewer mains with Sewpercoat, Protecto 401, or other approved lining, and ductile iron wyes (with Sewpercoat, Protecto 401, or other approved lining) or other approved connectors, complete and in place. Also included are the by-pass pumping or any other approved method to maintain existing sewer flow, enclosure of by-pass pump, removal of existing pipe (where required), drop connections at existing drop manholes, connections to existing mains and manholes, reconnection of existing and active service laterals, boring or jacking, testing, and post-installation TV inspection and video recording.

As part of the submittal process, the Contractor shall indicate what method is to be used to maintain line and grade on the proposed main. **The invert elevation of each newly installed sanitary sewer manhole shall be verified in the presence of the Inspector prior to continuing with the installation of the sewer main. The tolerance shall be based on the current HRPDC standards.**

Post TV includes: The camera footage counter shall be set to “0.00” at the centerline of the beginning manhole frame. The recorded video shall be continuous and uninterrupted for the pipe segment being examined. The video (videotape and / or DVD, shall include: official project title, contracting party i.e. Norfolk Utilities, NRHA, VDOT, developer), contractor’s name, street name, manhole ID numbers, direction of video and flow, date and time video was recorded, continuous counter text, pipe size and material, audio and text call outs of laterals. A written log shall be provided that duplicates the information found on the video.

#### **Bid Item No. 19 – Water Inspection Fee**

Payment for this item will be based on the number of **EACH** water inspection. Application for the above work may be made to Department of Utilities; checks should be made payable to the Department of Utilities.

#### **Bid Item No. 20 – Sewer Inspection Fee**

Payment for this item will be based on the number of **EACH** sewer inspection. Application for the above work may be made to Department of Utilities; checks should be made payable to the Department of Utilities. If HRSD fees are applicable, a separate check made payable to HRSD must be provided for payment of facility charges.

**Bid Item No. 21 – 24” RCP (Class III)**

Payment shall be made on a **LINEAR FOOT** basis. This price shall include the material, equipment and labor necessary to furnish and install 24” diameter class III RCP. This price shall include any earth excavation, stone bedding material, and earth backfill and compaction for complete construction.

**Bid Item No. 22 – Dual Class IV 18” RCP (2 x 30 LF)**

Payment shall be made on a **LINEAR FOOT** basis. This price shall include the material, equipment and labor necessary to furnish and install dual 18” diameter class IV RCP. This price shall include any earth excavation, stone bedding material, and earth backfill and compaction for complete construction.

**Bid Item No. 23 – 18” RCP Flared End Section**

Payment shall be made per **EACH**. This price shall include the material, equipment and labor necessary to furnish and install 18” RCP flared end section. This price shall include any earth excavation, stone bedding material, and earth backfill and compaction for complete construction.

**Bid Item No. 24 – 18” RCP (Class III)**

Payment shall be made on a **LINEAR FOOT** basis. This price shall include the material, equipment and labor necessary to furnish and install 18” diameter class III RCP. This price shall include any earth excavation, stone bedding material, and earth backfill and compaction for complete construction.

**Bid Item No. 25 – 15” RCP (Class III)**

Payment shall be made on a **LINEAR FOOT** basis. This price shall include the material, equipment and labor necessary to furnish and install 15” diameter class III RCP. This price shall include any earth excavation, stone bedding material, and earth backfill and compaction for complete construction.

**Bid Item No. 26 – Conflict Manhole with DI Lateral in a DI Sleeve at Conflict**

Payment for this item will be based on the number of **EACH** new conflict manhole. The unit price bid for this item shall be full compensation for furnishing and installing the required conflict manhole, which includes replacement of the crossing lateral material with ductile iron, enclosing the crossing lateral in a ductile iron sleeve, complete and in place. Also included is the by-pass pumping or any other approved method to maintain existing sewer flow, and enclosure of by-pass pump. This cost shall include full compensation for all labor, materials, and equipment including excavation, shoring, dewatering, connections to piping, care and protection of existing utilities and structures, backfilling, compacting, installation of the concrete base, collar, cast iron frame and cover and all incidental items required for the complete installation of a manhole in accordance with the drawings and specifications.

**Bid Item No. 27 – Junction Box (VDOT JB-1)**

Payment for this item will be based on the number of **EACH** junction box. The unit price bid for this item shall be full compensation for furnishing and installing the required junction box, complete and in place. This cost shall include a junction box frame, dust cover, care and protection of existing utilities and structures, backfilling and compaction.

**Bid Item No. 28 – 42” RCP Flared End Section**

Payment shall be made per **EACH**. This price shall include the material, equipment and labor necessary to furnish and install 42” RCP flared end section. This price shall include any earth excavation, stone bedding material, and earth backfill and compaction for complete construction.

**Bid Item No. 29 – Class IV 42” RCP**

Payment shall be made on a **LINEAR FOOT** basis. This price shall include the material, equipment and labor necessary to furnish and install 42” diameter class IV RCP. This price shall include any earth excavation, stone bedding material, and earth backfill and compaction for complete construction.

### **Bid Item No. 30 – Flowable Fill**

Payment for this item is based on the **CUBIC YARDS** of flowable fill used as determined by delivery tickets received at the job site on a daily basis **and** as calculated. This pay item shall include costs for plugging sewer pipe (s), furnishing and placing flowable fill material (EZ Flow # 40, GRT-11, or approved equal) in pipes to be abandoned in the manner described in the specifications, shown on the Construction Drawings or as directed by the Engineer. Included in the price is excavation, backfilling, area restoration and any other cost not included in any other pay item.

### **Bid Item No. 31 – Undercut/Backfill (Allotment)**

Payment for this item is based on the allotment of **CUBIC YARDS** for undercut/backfill as determined by the engineer. This pay item shall include costs for excavation and haul off-site of excess undercut and/or the import of backfill as needed. The contract unit price shall include full compensation for all labor, equipment and materials.

### **Bid Item No. 32 – Water Service Line Adjustment**

Payment for this item will be based on the number of **EACH** water service line adjustment. The unit price bid for this item shall be full compensation for furnishing and/or adjusting the vertical elevation of the existing domestic water service line, complete and in place. The contract unit price shall include full compensation for all labor, equipment and materials for the complete water service line adjustment in accordance with the contract drawings and specifications.

### **Bid Item No. 33 – Sanitary Sewer Manhole**

Payment for this item will be based on the number of **EACH** new sanitary sewer manhole that is installed in the specified depth categories. For payment, depth is measured from the rim of the manhole casting down to the lowest invert of the pipe that can be measured when the survey rod is held vertically.

The unit price bid for this item shall be full compensation for furnishing and installing the required Norfolk standard manhole, complete and in place. This cost shall include an adjustable manhole frame, dust cover, new stainless steel Rainstopper manhole insert as manufactured by Southwestern Packing & Seals or approved equal, outside drops if needed, connections to the main line sewer and service laterals. Also included is the by-

pass pumping or any other approved method to maintain existing sewer flow, and enclosure of by-pass pump.

**The invert elevation of each newly installed sanitary sewer manhole shall be verified in the presence of the Inspector prior to continuing with the installation of the sewer main. The tolerance shall be based on the current HRPDC standards.**

Note: When ordering a pre-cast manhole, an allowance should be made for at least one adjustment ring below the casting.

**Bid Item No. 34 – Commercial Entrance VDOT CG-9D**

Payment for installation of commercial concrete entrance shall be made on a contract unit price basis. Measurement shall be by **EACH** entrance installed. The contract unit price shall include full compensation for all labor, material, and equipment for the complete installation of the concrete entrance including stone bedding, base preparation, forms, reinforcement, dowels, and incidentals in accordance with the contract drawings and specifications.

**Bid Item No. 35 – Neoprene Pad**

Payment for installation of neoprene pad shall be made on a contract unit price basis. Measurement shall be by **EACH** neoprene pad installed. The contract unit price shall include full compensation for all labor, material, and equipment for the complete installation of the concrete entrance including stone bedding, base preparation, forms, reinforcement, dowels, and incidentals in accordance with the contract drawings and specifications.

## **TECHNICAL SPECIFICATIONS**

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**SECTION 01 0200 – GENERAL SITEWORK REQUIREMENTS**

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. The provisions of the Contract Documents apply to the work of this Section.

1.2 SITEWORK LAYOUT

A. Monuments and Benchmarks

1. Maintain all monuments, property corners, bench marks and other reference points.
2. If these are disturbed or destroyed during construction operations, have them replaced by a surveyor licensed in the Commonwealth of Virginia. This replacement shall be at no additional expense to the Contract.

B. Laying out the Work.

1. Locate all existing bench marks and other reference points.
2. Protect these points throughout construction.
3. Layout work utilizing these reference points.

C. Record Drawings

1. Maintain a record of the locations of all underground utilities and piping.
2. Maintain a record of any variations of the work.
3. Record Drawings shall be certified by a Land Surveyor registered in the Commonwealth of Virginia.
4. Submit these record drawings at Project Closeout.

1.3 EASEMENTS

- A. Verify the acquisition of all off-site easements and Rights-of-Way prior to the start of off-site construction. This may be done by contacting the City or the Engineer.
- B. Restore all off-site easements to the condition existing prior to the start of work.

1.4 MAINTENANCE OF TRAFFIC

- A. Maintain vehicular and pedestrian traffic through this project. Comply with all applicable safety requirements.

1.5 SUBMITTALS

- A. Send submittals, close-out documents and O&M manuals requiring review by the Engineer, contractor shall ship such documents directly to the Engineer, while sending a copy of the transmittal to the City.



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### 1.6 CORRELATION OF CONSTRUCTION DOCUMENTS

- A. Review construction documents thoroughly prior to the start of construction.
- B. Report any conflict or discrepancy discovered in the Construction Documents to the Engineer prior to the start of construction.
- C. Report any conflict or discrepancy discovered between the Construction Documents and state and local governmental regulations to the Engineer prior to the start of construction.

### 1.7 PROJECT CONDITIONS

- A. The conditions existing at the time of inspection for bidding purposes will be maintained by the Owner to the extent practical. However, minor variations may occur due to natural occurrences prior to the start of clearing work.
- B. The location of existing underground utilities indicated is approximate only. Field locate all existing underground utilities in the area of work, regardless of whether or not they are indicated. Call "Miss Utility" prior to the start of demolition work for assistance in the location of existing underground utilities.
- C. Should charted, uncharted or incorrectly charted utilities be encountered during demolition, contact the Engineer immediately for instructions. Cooperate with Owner and utility companies to keep services and facilities in operation.

## PART 2 - PRODUCTS

Not Applicable

## PART 3 – EXECUTION

### 3.1 PROJECT CLEAN UP

- A. Clean site as construction progresses. Do not allow trash or other waste materials to accumulate.
- B. Prior to requesting the punch-list inspection, clean the site to the following requirements:
  - 1. Power wash all walks and pavements.
  - 2. The remainder of the site shall be broom clean.
  - 3. Remove all trash and debris.

### 3.2 EXISTING FACILITIES

- A. Preserve existing signs, markers, guardrails and fences in their original condition unless written permission is obtained for their removal and replacement.
- B. Replace damaged items at no additional cost to the Contract.

END OF SECTION 01 0200

**SECTION 011000 - SUMMARY OF WORK**

**PART 1 GENERAL**

**1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification Sections, apply to this Section.

**1.2 PROJECT DESCRIPTION:**

- A. The construction, including all materials, labor, and associated appurtenances, for construction of a new storm sewerage piping system. The construction shall be completed in accordance with the Contract Documents prepared by Timmons Group, dated October 17, 2012.
- B. Furnish all labor and materials to construct the project as indicated on the Contract Documents. Work includes, but is not limited to, the following:
  - 1. Installation and maintenance of required erosion and sediment control measures and safety fencing.
  - 2. Demolition of selected site features.
  - 3. Selective clearing.
  - 4. Trench excavation & earthwork.
  - 5. Installation of storm sewerage piping system.
  - 6. Replacement of asphalt pavement, curb & gutter, and concrete walks as required.
  - 7. Placing topsoil, seed, mulch and fertilize disturbed areas as required.
  - 8. Coordination with subcontractors, separate contractors and City Inspectors.
  - 9. Cleanup and disposal of all construction materials and debris.

**1.3 EXAMINATION OF SITE:**

- A. Bidders are required to visit the site, compare the drawings and specifications with existing conditions and inform themselves of all conditions. Failure to visit the site and examine the existing conditions in relation to the work to be performed will in no way relieve the Contractor from necessity of furnishing any materials or performing any work that may be required to complete work in accordance with drawings and specifications without any additional cost to the Owner. The Contractor will be responsible for demolition of all existing site elements necessary to provide finish product as indicated by the Contract Documents.
- B. The locations of underground utilities serving the site are shown in an approximate way only and have not been independently verified by the Owner. The Contractor shall determine the exact location of all utilities before commencing work, and agrees to be fully responsible for any and all damages which might be occasioned by the Contractor's failure to exactly locate and preserve any and all underground utilities.
- C. The Contractor shall be responsible for contacting "Miss Utility" at 1-800-532-7001 prior to any digging work to identify and clearly mark any underground electrical and telephone lines.
- D. Relocations of existing utilities for the convenience of the Contractor shall be at no additional cost to the Owner.

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- E. The Contractor shall be responsible for filing all requests with public utility corporations, jurisdictional agencies, or other Owners to make all adjustments to public utility fixtures.
- F. Contractor shall not damage utilities shown to remain active. Damage caused to utilities by the Contractor shall be repaired and the facilities restored to their original conditions at no additional cost to the Owner.

### 1.4 CONTRACTOR USE OF PREMISES:

- A. General: Limit use of the premises to construction activities in areas disturbed by construction activities.
- B. Worker Standards of Conduct/Dress – Hard hats, safety shoes, appropriate shirts and pants are required at all times. Smoking is prohibited on school property. There is to be no contact or harassment of any kind between workers, teachers and students. Only the project superintendent may contact the school staff if necessary. Violence, Swearing, Drugs, Alcohol, Firearms and Weapons are prohibited on school property. Any workers violating these standards of conduct shall be ordered off the site and not allowed to return.
- C. Safe access to the designated areas adjacent to the construction area must be maintained at all times for pedestrians and maintenance vehicles.
- D. Final Cleaning to be performed to the Owner's satisfaction. If unsatisfactory cleaning is not remedied within 24 hour written notice to Contractor from Owner, Owner shall complete and deduct from Contractor's final payment.

PART 2 PRODUCTS (Not applicable).

PART 3 EXECUTION (Not applicable).

END OF SECTION 011000

**SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division-1 Specification Sections, apply to this Section.

**1.2 SUMMARY:**

- A. This Section specifies administrative and procedural requirements for project meetings including but not limited to:
  - 1. Pre-Construction Conference.
  - 2. Bi-monthly job-site meetings.
- B. This Section specifies administrative and procedural requirements governing the Contractor's Applications for Payment.
- C. This section specifies administrative and procedural requirements for handling and processing Contract modifications.

**1.3 PRE-CONSTRUCTION CONFERENCE:**

- A. Schedule a pre-construction conference at the Project site or other convenient location no later than three days prior to commencement of construction activities. Conduct the meeting to review responsibilities and personnel assignments.
- B. Attendees: The City Erosion and Sediment Control Official, the Owner, the Engineer, the Contractor and its superintendent, major subcontractors, and other concerned parties shall each be represented at the conference by persons familiar with and authorized to conclude matters relating to the Work.
- C. Agenda: Discuss items of significance that could affect progress including such topics as:
  - 1. Tentative construction schedule.
  - 2. Critical Work sequencing.
  - 3. Designation of responsible personnel.
  - 4. Procedures for processing field decisions and Change Orders.
  - 5. Procedures for processing Applications for Payment.
  - 6. Distribution of Contract Documents.
  - 7. Submittal of Shop Drawings, Product Data and Samples.
  - 8. Preparation of record documents.
  - 9. Use of the premises.
  - 10. Safety procedures.
  - 11. Housekeeping.
  - 12. Working hours

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

### 1.4 REGULAR SITE MEETINGS

- A. Establish a schedule for meetings on-site, attended by the Contractor, Owner and Engineer. Meetings shall be held at least two times a month.
- B. Agenda: Topics for discussion at these meetings may include such topics as:
  - 1. Status of construction schedule.
  - 2. Use of the premises.
  - 3. Safety procedures.
  - 4. Housekeeping.

### 1.5 REGULAR REPORTING

- A. The Contractor's project superintendent shall provide the Engineer and Owner with copies of his daily report on a weekly basis including manpower per trade, job progress, weather and activities

### 1.6 SCHEDULE OF VALUES:

- A. Coordinate preparation of the Schedule of Values with preparation of the Contractor's Construction Schedule.
- B. Format and Content: Use the Project Manual Table of Contents as a guide to establish the format for the Schedule of Values.
  - 1. Identification: Include the following Project identification on the Schedule of Values:
    - a) Project name and location.
    - b) Name of Owner.
    - c) Name of the Engineer.
    - d) Project number.
    - e) Contractor's name and address.
    - f) Date of submittal.
  - 2. Arrange the Schedule of Values in a tabular form with separate columns to indicate the following for each item listed:
    - a) Generic name.
    - b) Related Specification Section.
    - c) Change Orders (numbers) that have affected value.
    - d) Dollar value.
    - e) Percentage of Contract Sum to the nearest one-hundredth percent, adjusted to total 100 percent.
  - 3. Provide a breakdown of the Contract Sum in sufficient detail to facilitate continued evaluation of Applications for Payment and progress reports. Break principal subcontract amounts down into several line items.
  - 4. Round amounts off to the nearest whole dollar; the total shall equal the Contract Sum.
  - 5. For each part of the Work where an Application for Payment may include materials or equipment, purchased or fabricated and stored, but not yet installed, provide separate line items on the Schedule of Values for initial cost of the materials, for each subsequent stage of completion, and for total installed value of that part of the Work.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

6. Margins of Cost: Show line items for indirect costs, and margins on actual costs, only to the extent that such items will be listed individually in Applications for Payment. Each item in the Schedule of Values and Applications for Payment shall be complete including its total cost and proportionate share of general overhead and profit margin.
  - a) At the Contractor's option, temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown as separate line items in the Schedule of Values or distributed as general overhead expense.
7. Change Orders shall be indicated as separate line items in updating the Schedule of Values.

### 1.7 APPLICATIONS FOR PAYMENT:

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by the Engineer and paid for by the Owner.
- B. Payment Application Times: The date for each progress payment is the 1st day of each month. The period of construction Work covered by each Application for Payment is the period ending 5 days prior to the date for each progress payment and starting the day following the end of the preceding period.
- C. Payment Application Forms: Use AIA Document G 702 and Continuation Sheets G 703 as the form for Application for Payment.
- D. Application Preparation: Complete every entry on the form, including notarization and execution by person authorized to sign legal documents on behalf of the Owner. Incomplete applications will be returned without action.
  1. Entries shall match data on the Schedule of Values and Contractor's Construction Schedule. Use updated schedules if revisions have been made.
  2. Include amounts of Change Orders and Construction Change Directives issued prior to the last day of the construction period covered by the application.
- E. Transmittal: Submit 3 executed copies of each Application for Payment to the Engineer by means ensuring receipt within 24 hours; one copy shall be complete, including waivers of lien and similar attachments, when required.
- F. Waivers of Mechanics Lien: If required by the Owner, with each Application for Payment, submit waivers of mechanics lien from every entity who may lawfully be entitled to file a mechanics lien arising out of the Contract, and related to the Work covered by the payment.
- G. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of the first Application for Payment include the following:
  1. List of subcontractors.
  2. Schedule of Values.
  3. Contractor's Construction Schedule.
  4. Copies of authorizations and licenses from governing authorities for performance of the Work.
  5. Certificates of insurance and insurance policies.
- H. Application for Payment at Substantial Completion: Following issuance of the Certificate of Substantial Completion, submit an Application for Payment.
- I. Administrative actions and submittals that shall proceed or coincide with this application include:
  1. City approvals.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

2. Test records.
  3. As-built record drawings.
  4. Application for reduction of retainage, and consent of surety.
  5. List of incomplete Work, recognized as exceptions to Engineer's Certificate of Substantial Completion.
  6. Removal of temporary facilities and services.
  7. Removal of surplus materials, rubbish and similar elements.
- J. Final Payment Application: Administrative actions and submittals which must precede or coincide with submittal of the final payment Application for Payment include the following:
1. Completion of Project closeout requirements.
  2. Completion of items specified for completion after Substantial Completion.
  3. Proof that taxes, fees and similar obligations have been paid.
- K. Application for Payment and Payments shall be delayed when project is not in compliance with Erosion Control Plan. Permit and any related instructions given by Owner. Lack of Project Cleanliness may also delay payment

### 1.8 MINOR CHANGES IN THE WORK:

- A. Supplemental instructions authorizing minor changes in the Work, not involving an adjustment to the Contract Sum or Contract Time, will be issued by the Engineer.
- B. Drawings and/or Specifications – Any Additional Instructions by Engineer/Owner to explain drawing and specifications shall be binding on Contractor.

### 1.9 CHANGE ORDER PROPOSAL REQUESTS:

- A. Owner-Initiated Proposal Requests: Proposed changes in the Work that will require adjustment to the Contract Sum or Contract Time will be issued by the Engineer, with a detailed description of the proposed change and supplemental or revised Drawings and Specifications, if necessary.
- B. Proposal requests issued by the Engineer are for information only. Do not consider them an instruction either to stop work in progress, or to execute the proposed change.
- C. Unless otherwise indicated in the proposal request, within 10 days of receipt of the proposal request, submit to the Engineer for the Owner's review an estimate of cost necessary to execute the proposed change.
  1. Include a list of quantities of products to be purchased and unit costs, along with the total amount of purchases to be made. Where requested, furnish survey data to substantiate quantities.
  2. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
  3. Include a statement indicating the effect the proposed change in the Work will have on the Contract Time.
- D. Contractor Initiated Change Order Proposal Requests: When latent or other unforeseen conditions require modifications to the Contract, the Contractor may propose changes by submitting a request for a change to the Engineer.
  1. Include a statement outlining the reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of

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the proposed change on the Contract Sum and Contract Time.

2. Include a list of quantities of products to be purchased and unit costs along with the total amount of purchases to be made. Where requested, furnish survey data to substantiate quantities.
  3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
  4. Comply with requirements in Section "Product Substitutions" if the proposed change in the Work requires the substitution of one product or system for a product or system specified.
- E. Proposal Request Form: Use AIA Document G 709 for Change Order Proposal Requests.

### 1.10 CONSTRUCTION CHANGE DIRECTIVE:

- A. Construction Change Directive: When the Owner and Contractor are not in total agreement on the terms of a Change Order Proposal Request, the Engineer may issue a Construction Change Directive, instructing the Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
- B. The Construction Change Directive will contain a complete description of the change in the Work and designate the method to be followed to determine change in the Contract Sum or Contract Time.
- C. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
- D. After completion of the change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

### 1.11 CHANGE ORDER PROCEDURES:

- A. Upon the Owner's approval of a Change Order Proposal Request, the Engineer will issue a Change Order for signatures of the Owner and Contractor, as provided in the Conditions of the Contract.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 013100



**SECTION 013300 – SUBMITTAL PROCEDURES**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification Sections, apply to this Section.

**1.2 SUMMARY:**

- A. This Section specifies administrative and procedural requirements for submittals required for performance of the Work, including;
  - 1. Contractor's construction schedule.
  - 2. Shop Drawings.
- B. Administrative Submittals: Refer to other Division-1 Sections and other Contract Documents for requirements for administrative submittals. Such submittals include, but are not limited to:
  - 1. Permits.
  - 2. Applications for payment.
  - 3. Insurance certificates.
  - 4. List of Subcontractors.
- C. The Schedule of Values submittal is included in General Conditions of the Construction Contract.

**1.3 SUBMITTAL PROCEDURES:**

- A. Coordination: Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
  - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals and related activities that require sequential activity.
  - 2. Processing: Allow sufficient review time so that installation will not be delayed as a result of the time required to process submittals, including time for resubmittals.
    - a) Allow two weeks for initial review. Allow additional time if processing must be delayed to permit coordination with subsequent submittals. The Engineer will promptly advise the Contractor when a submittal being processed must be delayed for coordination.
    - b) If an intermediate submittal is necessary, process the same as the initial submittal.
    - c) Allow two weeks for reprocessing each submittal.
    - d) No extension of Contract Time will be authorized because of failure to transmit submittals to the Engineer sufficiently in advance of the Work to permit processing.
- B. Submittal Preparation: Place a permanent label or title block on each submittal for identification. Indicate the name of the entity that prepared each submittal on the label or title block.

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1. Provide a space approximately 4" x 5" on the label or beside the title block on Shop Drawings to record the Contractor's review and approval markings and the action taken. Submittals received without Contractor's review and approval will be returned to the Contractor without action.
2. Include the following information on the label for processing and recording action taken.
  - a) Project name.
  - b) Date.
  - c) Name and address of Engineer.
  - d) Name and address of Contractor.
  - e) Name and address of subcontractor.
  - f) Name and address of supplier.
  - g) Name of manufacturer.
  - h) Number and title of appropriate Specification Section.
  - i) Drawing number and detail references, as appropriate.
- C. Submittal Transmittal: Package each submittal appropriately for transmittal and handling. Transmit each submittal from Contractor to Engineer using a transmittal form. Submittals received from sources other than the Contractor will be returned without action.
  1. On the transmittal Record relevant information and requests for data. On the form, or separate sheet, record deviations from Contract Document requirements, including minor variations and limitations. Include Contractor's certification that information complies with Contract Document requirements.

### 1.4 SHOP DRAWINGS:

- A. Submit newly prepared information, drawn to accurate scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared without specific reference to the Project is not considered Shop Drawings.
- B. Shop Drawings include fabrication and/or installation drawings and product information drawings. Include the following information:
  1. Dimensions.
  2. Identification of products and materials included.
  3. Compliance with specified standards.
  4. Notation of coordination requirements.
  5. Notation of dimensions established by field measurement.
  6. Submittal Requirements: Submit a minimum of 5 copies. Three copies will be retained; the remainder will be returned.
  7. Do not use Shop Drawings without an appropriate final stamp indicating action taken in connection with construction.

### 1.5 ENGINEER'S ACTION:

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- A. Except for submittals for record, information or similar purposes, where action and return is required or requested, the Engineer will review each submittal, mark to indicate action taken, and return promptly.
- B. Action Stamp: The Engineer will stamp each submittal with a uniform, self-explanatory action stamp. The stamp will be appropriately marked, as follows, to indicate the action taken:
  - 1. Final Unrestricted Release: Where submittals are marked "No Exceptions Taken," that part of the Work covered by the submittal may proceed provided it complies with requirements of the Contract Documents; final acceptance will depend upon that compliance.
  - 2. Final-But-Restricted Release: When submittals are marked "Furnish as Corrected," that part of the Work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents; final acceptance will depend on that compliance.
  - 3. Returned for Resubmittal: When submittal is marked "Submit Specified Item," "Revise and Resubmit," or "Rejected" do not proceed with that part of the Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal in accordance with the notations; resubmit without delay. Repeat if necessary to obtain a different action mark.
    - a) Do not permit submittals so marked to be used at the Project site, or elsewhere where Work is in progress.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION (Not Applicable).

END OF SECTION 013300

**SECTION 017700 – CLOSEOUT PROCEDURES**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification Sections, apply to this Section.

**1.2 SUMMARY:**

- A. This Section specifies administrative and procedural requirements for project closeout, including but not limited to:
  - 1. Inspection procedures.
  - 2. Project record document submittal.

**1.3 SUBSTANTIAL COMPLETION:**

- A. Preliminary Procedures: Before requesting inspection for certification of Substantial Completion, complete the following. List exceptions in the request.
  - 1. In the Application for Payment that coincides with, or first follows, the date Substantial Completion is claimed, show 100 percent completion for the portion of the Work claimed as substantially complete. Include supporting documentation for completion as indicated in these Contract Documents and a statement showing an accounting of changes to the Contract Sum.
    - a) If 100 percent completion cannot be shown, include a list of incomplete items, the value of incomplete construction, and reasons the Work is not complete.
  - 2. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications and similar documents.
  - 3. Deliver tools, spare parts, extra stock, and similar items.
- B. Inspection Procedures: On receipt of a request for inspection, the Engineer will either proceed with inspection or advise the Contractor of unfilled requirements. The Engineer will prepare the Certificate of Substantial Completion following inspection, or advise the Contractor of construction that must be completed or corrected before the certificate will be issued.
  - 1. The Engineer will repeat inspection when requested and assured that the Work has been substantially completed.
  - 2. Results of the completed inspection will form the basis of requirements for final acceptance.

**1.4 FINAL ACCEPTANCE:**

- A. Preliminary Procedures: Before requesting final inspection for certification of final acceptance and final payment, complete the following. List exceptions in the request.
  - 1. Submit the final payment request with releases and supporting documentation not previously submitted and accepted. Include certificates of insurance for products and completed operations where required.
  - 2. Submit an updated final statement, accounting for final additional changes to the Contract

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Sum.

3. Submit a certified copy of the Engineer's final inspection list of items to be completed or corrected, stating that each item has been completed or otherwise resolved for acceptance and the list has been endorsed and dated by the Engineer.
  4. Submit consent of surety to final payment.
- B. Reinspection Procedure: The Engineer will reinspect the Work upon receipt of notice that the Work, including inspection list items from earlier inspections, has been completed, except items whose completion has been delayed because of circumstances acceptable to the Engineer.
1. Upon completion of reinspection, the Engineer will prepare a certificate of final acceptance, or advise the Contractor of Work that is incomplete or of obligations that have not been fulfilled but are required for final acceptance.
  2. If necessary, reinspection will be repeated. Should reinspection be required, through no fault of the Engineer, the Contractor shall pay the Engineer for site visits, etc., required for each reinspection at the Engineer's hourly billing rates in effect at the time of inspection.

### 1.5 RECORD DOCUMENT SUBMITTALS:

- A. General: Do not use record documents for construction purposes; protect from deterioration and loss in a secure, fire-resistive location; provide access to record documents for the Engineer's reference during normal working hours.
- B. Record Drawings: Maintain a clean, undamaged set of blue or black line white-prints of Contract Drawings and Shop Drawings. Mark the set to show the actual installation where the installation varies substantially from the Work as originally shown. Mark whichever drawing is most capable of showing conditions fully and accurately; where Shop Drawings are used, record a cross-reference at the corresponding location on the Contract Drawings. Give particular attention to concealed elements that would be difficult to measure and record at a later date.
1. Mark record sets with red erasable pencil; use other colors to distinguish between variations in separate categories of the Work.
  2. Mark new information that is important to the Owner, but was not shown on Contract Drawings or Shop Drawings.
  3. Note related Change Order numbers where applicable.
  4. Organize record drawing sheets into manageable sets, bind with durable paper cover sheets, and print suitable titles, dates and other identification on the cover of each set.
- C. Record Specifications: Maintain one complete copy of the Project Manual, including addenda, and one copy of other written construction documents such as Change Orders and modifications issued in printed form during construction. Mark these documents to show substantial variations in actual Work performed in comparison with the text of the Specifications and modifications. Give particular attention to substitutions, selection of options and similar information on elements that are concealed or cannot otherwise be readily discerned later by direct observation. Note related record drawing information and Product Data.
1. Upon completion of the Work, submit record Specifications to the Engineer for the Owner's records.

### PART 2 - PRODUCTS (Not Applicable)

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PART 3 - EXECUTION (Not Applicable)

END OF SECTION 017700

## **SECTION 02 4113 - SELECTIVE SITE DEMOLITION**

### **PART 1 - GENERAL**

#### **1.1 RELATED DOCUMENTS**

- A. The provisions of the Contract Documents apply to the work of this Section.

#### **1.2 SUMMARY**

- A. This Section includes the following:
  - 1. Demolition and removal of existing pavement, concrete curbs and gutter, and other exterior site items indicated or not indicated which interfere with the Work.

#### **1.3 DEFINITIONS**

- A. Remove: Remove and legally dispose of items except those indicated to be reinstalled, salvaged, or to remain the Owner's property.
- B. Remove and Salvage: Items indicated to be removed and salvaged remain the Owner's property. Remove, clean, and pack or crate items to protect against damage. Identify contents of containers and deliver to Owner's designated storage area.
- C. Remove and Reinstall: Remove items indicated; clean, service, and otherwise prepare them for reuse; store and protect against damage. Reinstall items in the same locations or in locations indicated.
- D. Existing to Remain: Protect items indicated to remain against damage and soiling. When permitted by the Engineer, items may be removed to a suitable, protected storage location and then cleaned and reinstalled in their original locations.

#### **1.4 MATERIALS OWNERSHIP**

- A. Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain the Owner's property, remove demolished materials from the site with further disposition at the Contractor's option.
- B. Storage or sale of removed items or materials on-site will not be permitted.

#### **1.5 SUBMITTALS**

- A. Photograph or videotape, sufficiently detailed, existing conditions of adjoining construction and site improvements that might be misconstrued as damage caused by the Work.
- B. Record drawings at Project closeout.
  - 1. Identify and accurately locate capped utilities and other subsurface structural, electrical, or mechanical conditions, if applicable.

#### **1.6 QUALITY ASSURANCE**

- A. Regulatory Requirements: All work shall comply with Federal, State and Local laws and regulations concerning hauling and disposal of demolition debris.
- B. Notify the proper agencies prior to the start of work and obtain all necessary permits for this work.

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### 1.7 PROJECT CONDITIONS

- A. Owner assumes no responsibility for actual condition of items or structures to be demolished. Conditions existing at the time of inspection for bidding purposes will be maintained by the Owner to the extent practical. However, minor variations may occur due to Owner's removal and salvage operations prior to the start of demolition work.
- B. The location of existing underground utilities indicated is approximate only. Field locate all existing underground utilities in the area of work, regardless of whether or not they are indicated. Call "Miss Utility" prior to the start of demolition work for assistance in the location of existing underground utilities.
- C. Should charted, uncharted or incorrectly charted utilities be encountered during demolition, contact the Engineer immediately for instructions. Cooperate with Owner and utility companies to keep services and facilities in operation.
- D. Do not interrupt existing utilities serving facilities occupied and used by the Owner and others, except when permitted in writing by the Owner. Provide acceptable temporary utility service as required to maintain Owner's operations.

### 1.8 SCHEDULING

- A. Notify and coordinate any required relocation and/or removal of existing underground utilities, poles, meters or other above ground appurtenances with the appropriate utility company (i.e. power, telephone, cable and natural gas/propane) prior to the start of selective demolition work.

### 1.9 USE OF EXPLOSIVES

- A. Do not use explosives to perform selective site demolition work.

## PART 2 - PRODUCTS

(Not Applicable)

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Call "Miss Utility" prior to the start of demolition work for assistance in the location of existing underground utilities. Field locate all existing underground utilities in the area of work, regardless of whether or not they are indicated.
- B. Should uncharted or incorrectly charted existing utilities be identified, contact the Engineer immediately for instructions. Provide a scale drawing with the location of the uncharted or incorrectly charted utilities for use by the Engineer in preparing additional direction.
- C. Verify that utilities indicated as removed, abandoned and/or relocated have been disconnected and capped.
- D. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
- E. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged and turned over to the Owner.



## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

### 3.2 PROTECTION OF PERSONS AND PROPERTY

- A. Conduct demolition operations and remove debris to ensure minimum interference with roads, streets, walks and other adjacent occupied and used facilities.
  - 1. Do not close or obstruct streets, walks, or other adjacent occupied or used facilities without permission from Owner and authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulations.
- B. Conduct demolition operations to prevent injury to people and damage to adjacent buildings and facilities to remain. Ensure safe passage of people around selective demolition area.
  - 1. Erect temporary protection, such as walks, fences, railings, canopies, and covered passageways, where required by authorities having jurisdiction.
  - 2. Protect existing site improvements, appurtenances, and landscaping to remain.
- C. Barricade areas of demolition occurring as part of this work, and post with warning lights as required by authorities having jurisdiction.
- D. Protect structures, buildings, utilities, walks, pavements, existing vegetation and other facilities to remain from damage caused by settlement, lateral movement, undermining, washout and other hazards created by demolition operations.

### 3.3 POLLUTION CONTROLS

- A. Perform all work in accordance with the requirements of the latest edition of the Virginia Erosion and Sediment Control Handbook and those of the local Erosion Control official.
- B. Clean adjacent structures and improvements of dust, dirt, and debris caused by the Work. Return adjacent areas to condition existing before start of selective demolition.
- C. Concrete Pavement, Walks and Curbs
  - 1. Remove concrete pavement and walks to the nearest joint. Sawcut concrete if joints are not present adjacent to the area of demolition.
  - 2. Sawcut concrete along straight lines to a depth of not less than 2 inches. Break out remainder of concrete, provided that the broken area is concealed in the finished work, and the remaining concrete is sound. At locations where the broken face cannot be concealed, grind smooth or sawcut entirely through concrete.

### 3.4 DISPOSAL OF DEMOLISHED MATERIALS

- A. Promptly dispose of demolished materials. Do not allow demolished materials to accumulate on-site.
- B. Do not burn demolished materials or debris.
- C. Transport and legally dispose of demolished materials off of Owner's property.

### 3.5 CLEANUP AND REPAIR

- A. Upon completion of demolition work remove all tools, equipment and demolition materials from site. Remove demolition work area protection and leave areas clean.
- B. Repair any demolition performed in excess of that required. Return elements of construction and surfaces to remain to the condition existing prior to the start of construction. Repair adjacent construction or surfaces soiled or damaged by demolition work.

END OF SECTION 02 4113

## SECTION 31 1000 - SITE CLEARING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. The provisions of the Contract Documents apply to the work of this Section.

#### 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Protection of existing trees.
  - 2. Clearing and grubbing
  - 3. Removal of trees and other vegetation.
  - 4. Topsoil stripping.

#### 1.3 DEFINITIONS

- A. Remove: Remove and legally dispose of items indicated.
- B. Tree Protection Zone: The area surrounding individual trees or groups of trees to be protected during construction, and defined by the drip line of individual trees or the perimeter drip line of groups of trees, unless otherwise indicated.
- C. Topsoil: Friable, clay loam surface soil, found in varying depths.

#### 1.4 MATERIALS OWNERSHIP

- A. Except for stripped topsoil or other materials indicated to remain Owner's property, cleared materials shall become Contractor's property and shall be removed from Project site.

#### 1.5 SUBMITTALS

- A. Photograph or videotape, sufficiently detailed, existing conditions of trees, plantings and other improvements adjoining the construction that might be misconstrued as damage caused by the Work.

#### 1.6 PROJECT CONDITIONS

- A. Traffic: Conduct site clearing operations to ensure minimum interference with roads, streets, walks, and other adjacent occupied or used facilities. Do not close or obstruct streets, walks or other occupied or used facilities without permission from authorities having jurisdiction.
- B. Protection of Existing Improvements: Provide protections necessary to prevent damage to existing improvements indicated to remain in place.
  - 1. Protect existing improvements on adjoining properties and on Owner's property.
  - 2. Restore existing improvements damaged by clearing operations to their original condition.
- C. The conditions existing at the time of inspection for bidding purposes will be maintained by the Owner to the extent practical. However, minor variations may occur due to natural occurrences prior to the start of clearing work.

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- D. Do not commence site-clearing operations until erosion and sedimentation control measures are in place.

### PART 2 - PRODUCTS

#### 2.1 TREE PROTECTION FENCING

- A. Tree protection fencing shall conform to standard and specification 3.38-2 (plastic fence) of the Virginia Erosion and Sediment Control Handbook.

### PART 3 – EXECUTION

#### 3.1 PROTECTION OF EXISTING TREES AND VEGETATION

- A. Install tree protection fencing as indicated. Erect and maintain a temporary fence around the drip line of individual trees or around the perimeter drip line of groups of trees to remain.
  - 1. Do not store construction materials, debris, topsoil or other excavated material within the tree protection zone.
  - 2. Do not permit vehicles or other equipment within the tree protection zone.
  - 3. Maintain tree protection zones free of weeds and trash.
- B. Protect existing trees and other vegetation indicated to remain in place, against unnecessary cutting, breaking or skinning of roots, skinning or bruising of bark, smothering of trees by stockpiling construction materials or excavated materials within drip line, excess foot or vehicular traffic, or parking of vehicles within drip line.
- C. Provide protection for roots over 1-1/2 inch diameter that are cut during construction operations. Coat cut faces with emulsified asphalt, or other acceptable coating, formulated for use on damaged plant tissues. Temporarily cover exposed roots with wet burlap to prevent roots from drying out; cover with earth as soon as possible.
- D. Repair or replace trees and vegetation indicated to remain which are damaged by construction operations, in a manner acceptable to Engineer.

#### 3.2 SITE CLEARING

- A. General: Remove trees, shrubs, grass and other vegetation as required to permit installation of the Work. Cut minor roots and branches of trees indicated to remain in a clean and careful manner, where such roots and branches obstruct installation of the Work.
- B. Clearing and Grubbing: Clear site of trees, shrubs and other vegetation within the clearing limits indicated.
  - 1. Completely remove stumps, roots, and other debris.
  - 2. Use only hand methods for grubbing inside drip line of trees indicated to remain.
  - 3. Fill depressions caused by clearing and grubbing operations with satisfactory soil material, unless further excavation or earthwork is indicated. Place fill material in horizontal layers not exceeding 6 inches loose depth, and thoroughly compact to a density equal to adjacent original ground.
- C. Selective Clearing: Clear areas designated as “Selective Clearing” of all ground covers, underbrush and trees less than 6-inches in diameter at breast height. Coordinate extent of material removed with Engineer.
  - 1. Remove trees that appear to be dying or weakening for any reason and at any point during construction up to and including Substantial Completion at the Engineer’s direction.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

### 3.3 TOPSOIL STRIPPING

- A. Remove heavy growths of grass from areas before stripping.
- B. Strip topsoil to whatever depths are encountered, but to a minimum of at least 4 inches.
- C. Strip topsoil in a manner to prevent intermingling with underlying subsoil or other material.
  - 1. Remove subsoil and nonsoil materials from topsoil, including trash, debris, weeds, roots, and other waste materials.
- D. Where existing trees are indicated to remain, leave existing topsoil in place within drip lines to prevent damage to root system.
- E. Temporarily stockpile topsoil in storage piles in areas indicated or directed. Construct storage piles to provide free drainage of surface water. Cover storage piles, if required, to prevent wind erosion.
  - 1. Do not stockpile topsoil within tree protection zones.

### 3.4 DISPOSAL OF WASTE MATERIALS

- A. Removal from Owner's Property: Remove waste materials generated by clearing operations from Owner's property and dispose of in a legal manner off-site.
  - 1. Remove waste materials and debris from the site in a manner to prevent spillage. Pavements and the area adjacent to the site shall remain free from mud, dirt and debris at all times.
  - 2. Clean up debris resulting from site clearing operations continuously with the progress of the work.

END OF SECTION 31 1000

**SECTION 312000 – EARTH MOVING**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

**1.2 SUMMARY**

**A. Section Includes:**

1. Preparing subgrades for slabs-on-grade walks pavements turf and grasses and plants.
2. Excavating and backfilling for buildings and structures.
3. Drainage course for concrete slabs-on-grade.
4. Subbase course for concrete walks and pavements.
5. Subbase course and base course for asphalt paving.
6. Subsurface drainage backfill for walls and trenches.
7. Excavating and backfilling trenches for utilities and pits for buried utility structures.
8. Clearing and grubbing
9. Dredging (where applicable)

**B. Related Sections:**

1. Division 01 Section "Construction Progress Documentation and Photographic Documentation" for recording pre-excavation and earth moving progress.
2. Division 01 Section "Temporary Facilities and Controls" for temporary controls, utilities, and support facilities; also for temporary site fencing if not in another Section.
3. Division 03 Section "Cast-in-Place Concrete" for granular course if placed over vapor retarder and beneath the slab-on-grade.
4. Division 31 Section "Site Clearing" for site stripping, grubbing, stripping and stockpiling topsoil, and removal of above- and below-grade improvements and utilities.
5. Division 32 Section "Turf and Grasses" for finish grading in turf and grass areas, including preparing and placing planting soil for turf areas.
6. Division 32 Section "Plants" for finish grading in planting areas and tree and shrub pit excavation and planting.
7. Division 33 Section "Storm Drainage" for drainage of foundations slabs-on-grade walls and landscaped areas.

**1.3 DEFINITIONS**

**A. Backfill:** Soil material or controlled low-strength material used to fill an excavation.

1. Initial Backfill: Backfill placed beside and over pipe in a trench, including haunches to support sides of pipe.
2. Final Backfill: Backfill placed over initial backfill to fill a trench.

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- B. Base Course: Aggregate layer placed between the subbase course and hot-mix asphalt paving.
- C. Bedding Course: Aggregate layer placed over the excavated subgrade in a trench before laying pipe.
- D. Borrow Soil: Satisfactory soil imported from off-site for use as fill or backfill.
- E. Drainage Course: Aggregate layer supporting the slab-on-grade that also minimizes upward capillary flow of pore water.
- F. Excavation: Removal of material encountered above subgrade elevations and to lines and dimensions indicated.
  - 1. Authorized Additional Excavation: Excavation below subgrade elevations or beyond indicated lines and dimensions as directed by Engineer. Authorized additional excavation and replacement material will be paid for according to Contract provisions for unit prices changes in the Work.
  - 2. Bulk Excavation: Excavation more than 10 feet in width and more than 30 feet in length.
  - 3. Unauthorized Excavation: Excavation below subgrade elevations or beyond indicated lines and dimensions without direction by Engineer. Unauthorized excavation, as well as remedial work directed by Engineer, shall be without additional compensation.
- G. Fill: Soil materials used to raise existing grades.
- H. Structures: Buildings, footings, foundations, retaining walls, slabs, tanks, curbs, mechanical and electrical appurtenances, or other man-made stationary features constructed above or below the ground surface.
- I. Subbase Course: Aggregate layer placed between the subgrade and base course for hot-mix asphalt pavement, or aggregate layer placed between the subgrade and a cement concrete pavement or a cement concrete or hot-mix asphalt walk.
- J. Subgrade: Uppermost surface of an excavation or the top surface of a fill or backfill immediately below subbase, drainage fill, drainage course, or topsoil materials.
- K. Utilities: On-site underground pipes, conduits, ducts, and cables, as well as underground services within buildings.

### 1.4 SUBMITTALS

- A. Product Data: For each type of the following manufactured products/fill materials required:
  - 1. Geotextiles.
  - 2. Controlled low-strength material, including design mixture.
  - 3. Geofoam.
  - 4. Warning tapes.
  - 5. Pit certification for select borrow.
- B. Samples for Verification: For the following products, in sizes indicated below:
  - 1. Geotextile: 12 by 12 inches.

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2. Warning Tape: 12 inches long; of each color.
- C. Material Test Reports: For each on-site and borrow soil material proposed for fill and backfill as follows:
  1. Classification according to ASTM D 2487.
  2. Laboratory compaction curve according to ASTM D 698 and ASTM D 1557.

### 1.5 PROJECT CONDITIONS

- A. Traffic: Minimize interference with adjoining roads, streets, walks, and other adjacent occupied or used facilities during earth moving operations.
  1. Do not close or obstruct streets, walks, or other adjacent occupied or used facilities without permits/permission from Owner and authorities having jurisdiction.
  2. Provide alternate routes around closed or obstructed traffic ways if required by Owner or authorities having jurisdiction.
- B. Improvements on Adjoining Property: Authority for performing earth moving indicated on property adjoining Owner's property will be obtained by Owner before award of Contract.
  1. Do not proceed with work on adjoining property until directed by Architect and Owner.
- C. Utility Locator Service: Notify utility locator service for area where Project is located before beginning earth moving operations. Provide utility ticket number to construction inspector.
- D. Do not commence earth moving operations until temporary erosion- and sedimentation-control measures, specified in Division 01 Section "Temporary Facilities and Controls," Division 31 Section "Site Clearing," are in place.
- E. Do not commence earth moving operations until plant-protection measures specified in Division 03 Section "Erosion Control" are in place.
- F. The following practices are prohibited within protection zones:
  1. Storage of construction materials, debris, or excavated material.
  2. Parking vehicles or equipment.
  3. Foot traffic.
  4. Erection of sheds or structures.
  5. Impoundment of water.
  6. Excavation or other digging unless otherwise indicated.
  7. Attachment of signs to or wrapping materials around trees or plants unless otherwise indicated.
- G. Do not direct vehicle or equipment exhaust towards protection zones.
- H. Prohibit heat sources, flames, ignition sources, and smoking within or near protection zones.

PART 2 - PRODUCTS

2.1 SOIL MATERIALS

- A. General: Provide borrow soil materials when sufficient satisfactory soil materials are not available from excavations.
- B. Satisfactory Soils: Soil Classification Groups GW, GP, GM, SW, SP, and SM according to ASTM D 2487 or a combination of these groups; free of rock or gravel larger than 3 inches in any dimension, debris, waste, frozen materials, vegetation, and other deleterious matter.
- C. Unsatisfactory Soils: Soil Classification Groups GC, SC, CL, ML, OL, CH, MH, OH, and PT according to ASTM D 2487 or a combination of these groups.
  - 1. Unsatisfactory soils also include satisfactory soils not maintained within 2 percent of optimum moisture content at time of compaction.
- D. Subbase Material: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 90 percent passing a 1-1/2-inch sieve and not more than 12 percent passing a No. 200 sieve.
- E. Base Course: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 95 percent passing a 1-1/2-inch sieve and not more than 8 percent passing a No. 200 sieve. Crushed concrete or asphalt pavement will be allowed dependent on gradation requirements.
- F. Engineered Fill: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 90 percent passing a 1-1/2-inch sieve and not more than 12 percent passing a No. 200 sieve.
- G. Bedding Course: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; except with 100 percent passing a 1-inch sieve and not more than 8 percent passing a No. 200 sieve.
- H. Drainage Course: Narrowly graded mixture of washed crushed stone, or crushed or uncrushed gravel; ASTM D 448; coarse-aggregate grading Size 57; with 100 percent passing a 1-1/2-inch sieve and 0 to 5 percent passing a No. 8 sieve.
- I. Filter Material: Narrowly graded mixture of natural or crushed gravel, or crushed stone and natural sand; ASTM D 448; coarse-aggregate grading Size 67; with 100 percent passing a 1-inch sieve and 0 to 5 percent passing a No. 4 sieve.
- J. Sand: ASTM C 33; fine aggregate.
- K. Impervious Fill: Clayey gravel and sand mixture capable of compacting to a dense state.
- L. Manufactured Topsoil: Soil produced off-site by homogeneously blending mineral soils or sand with stabilized organic soil amendments to produce topsoil or planting soil.



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- M. Planting Soil: Standardized topsoil; existing, native surface topsoil; existing, in-place surface soil; imported topsoil; or manufactured topsoil that is modified with soil amendments and perhaps fertilizers to produce a soil mixture best for plant growth.
- N. Surface Soil: Soil that is present at the top layer of the existing soil profile at the Project site. In undisturbed areas, the surface soil is typically topsoil, but in disturbed areas such as urban environments, the surface soil can be subsoil.
- O. Subsoil: All soil beneath the topsoil layer of the soil profile, and typified by the lack of organic matter and soil organisms.
- P. Subgrade: Surface or elevation of subsoil remaining after excavation is complete, or top surface of a fill or backfill before planting soil is placed.

### 2.2 GEOTEXTILES

- A. Subsurface Drainage Geotextile: Nonwoven needle-punched geotextile, manufactured for subsurface drainage applications, made from polyolefins or polyesters; with elongation greater than 50 percent; complying with AASHTO M 288 and the following, measured per test methods referenced:
  - 1. Grab Tensile Strength: 157 lbf; ASTM D 4632.
  - 2. Sewn Seam Strength: 142 lbf; ASTM D 4632.
  - 3. Tear Strength: 56 lbf; ASTM D 4533.
  - 4. Puncture Strength: 56 lbf; ASTM D 4833.
  - 5. Apparent Opening Size: No. 40 sieve, maximum; ASTM D 4751.
  - 6. Permittivity: 0.5 per second, minimum; ASTM D 4491.
  - 7. UV Stability: 50 percent after 500 hours' exposure; ASTM D 4355.

### 2.3 CONTROLLED LOW-STRENGTH MATERIAL

- A. Controlled Low-Strength Material: Self-compacting, low-density, flowable concrete material produced from the following:
  - 1. Portland Cement: ASTM C 150, Type I.
  - 2. Fly Ash (if concrete stabilized): ASTM C 618, Class C or F.
  - 3. Normal-Weight Aggregate: ASTM C 33, 3/4-inch nominal maximum aggregate size.
  - 4. Water: ASTM C 94/C 94M.
  - 5. Air-Entraining Admixture: ASTM C 260.
- B. Produce conventional-weight, controlled low-strength material with 140-psi compressive strength when tested according to ASTM C 495.

### 2.4 ACCESSORIES

- A. Detectable Warning Tape: Acid- and alkali-resistant, polyethylene film warning tape manufactured for marking and identifying underground utilities, a minimum of 6 inches wide

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and 4 mils thick, continuously inscribed with a description of the utility, with metallic core encased in a protective jacket for corrosion protection, detectable by metal detector when tape is buried up to 30 inches deep; colored as follows:

1. Red: Electric.
2. Yellow: Gas, oil, steam, and dangerous materials.
3. Orange: Telephone and other communications.
4. Blue: Water systems.
5. Green: Sewer systems.

### PART 3 - EXECUTION

#### 3.1 PREPARATION

- A. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earth moving operations.
- B. Protect and maintain erosion and sedimentation controls during earth moving operations.
- C. Protect subgrades and foundation soils from freezing temperatures and frost. Remove temporary protection before placing subsequent materials.

#### 3.2 DEWATERING

- A. Prevent surface water and ground water from entering excavations, from ponding on prepared subgrades, and from flooding Project site and surrounding area.
- B. Protect subgrades from softening, undermining, washout, and damage by rain or water accumulation.
  1. Reroute surface water runoff away from excavated areas. Do not allow water to accumulate in excavations. Do not use excavated trenches as temporary drainage ditches.

#### 3.3 EXPLOSIVES

- A. Explosives: Do not use explosives.

#### 3.4 EXCAVATION, GENERAL

- A. Unclassified Excavation: Excavate to subgrade elevations regardless of the character of surface and subsurface conditions encountered. Unclassified excavated materials may include rock, soil materials, and obstructions. No changes in the Contract Sum or the Contract Time will be authorized for rock excavation or removal of obstructions.
  1. If excavated materials intended for fill and backfill include unsatisfactory soil materials and/or rock, replace with satisfactory soil materials.

### 3.5 EXCAVATION FOR STRUCTURES

- A. Excavate to indicated elevations and dimensions within a tolerance of plus or minus 1 inch. If applicable, extend excavations a sufficient distance from structures for placing and removing concrete formwork, for installing services and other construction, and for inspections.
  - 1. Excavations for Footings and Foundations: Do not disturb bottom of excavation. Excavate by hand to final grade just before placing concrete reinforcement. Trim bottoms to required lines and grades to leave solid base to receive other work.
  - 2. Excavation for Underground Tanks, Basins, and Mechanical or Electrical Utility Structures: Excavate to elevations and dimensions indicated within a tolerance of plus or minus 1 inch. Do not disturb bottom of excavations intended as bearing surfaces.
- B. Excavations at Edges of Tree- and Plant-Protection Zones:
  - 1. Excavate by hand to indicated lines, cross sections, elevations, and subgrades. Use narrow-tine spading forks to comb soil and expose roots. Do not break, tear, or chop exposed roots. Do not use mechanical equipment that rips, tears, or pulls roots.
  - 2. Cut and protect roots according to requirements in Division 01 Section "Temporary Tree and Plant Protection."

### 3.6 EXCAVATION FOR WALKS AND PAVEMENTS

- A. Excavate surfaces under walks and pavements to indicated lines, cross sections, elevations, and subgrades.

### 3.7 EXCAVATION FOR UTILITY TRENCHES

- A. Excavate trenches to indicated gradients, lines, depths, and elevations.
  - 1. Beyond building perimeter, excavate trenches to allow installation of top of pipe below frost line.
- B. Excavate trenches to uniform widths to provide clearance on each side of pipe or conduit as indicated on the plan sheets. Excavate trench walls vertically from trench bottom to 12 inches higher than top of pipe or conduit unless otherwise indicated.
- C. Trench Bottoms: Excavate trenches 4 inches deeper than bottom of pipe and conduit elevations to allow for bedding course. Hand-excavate deeper for bells of pipe.
  - 1. Excavate trenches 6 inches deeper than elevation required in rock or other unyielding bearing material to allow for bedding course.
- D. Trenches in Tree- and Plant-Protection Zones:
  - 1. Hand-excavate to indicated lines, cross sections, elevations, and subgrades. Use narrow-tine spading forks to comb soil and expose roots. Do not break, tear, or chop exposed roots. Do not use mechanical equipment that rips, tears, or pulls roots.
  - 2. Do not cut main lateral roots or taproots; cut only smaller roots that interfere with installation of utilities.

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3. Cut and protect roots according to requirements in Division 01 Section "Temporary Tree and Plant Protection."

### 3.8 SUBGRADE INSPECTION

- A. Notify Architect/Testing Agency when excavations have reached required subgrade.
- B. If Architect/ Testing Agency determines that unsatisfactory soil is present, continue excavation and replace with compacted backfill or fill material as directed.
- C. Proof-roll subgrade below the building slabs and pavements with a pneumatic-tired and loaded 10-wheel, tandem-axle dump truck weighing not less than 15 tons to identify soft pockets and areas of excess yielding. Do not proof-roll wet or saturated subgrades.
  1. Completely proof-roll subgrade in one direction, repeating proof-rolling in direction perpendicular to first direction. Limit vehicle speed to 3 mph.
  2. Excavate soft spots, unsatisfactory soils, and areas of excessive pumping or rutting, as determined by Architect, and replace with compacted backfill or fill as directed.
- D. Authorized additional excavation and replacement material will be paid for according to Contract provisions for unit prices and changes in the Work using the undercut/backfill allotment item.
- E. Reconstruct subgrades damaged by freezing temperatures, frost, rain, accumulated water, or construction activities, as directed by Architect, without additional compensation.

### 3.9 UNAUTHORIZED EXCAVATION

- A. Fill unauthorized excavation under foundations or wall footings by extending bottom elevation of concrete foundation or footing to excavation bottom, without altering top elevation. Lean concrete fill, with 28-day compressive strength of 2500 psi, may be used when approved by Architect.
  1. Fill unauthorized excavations under other construction, pipe, or conduit as directed by Architect.

### 3.10 STORAGE OF SOIL MATERIALS

- A. Stockpile borrow soil materials and excavated satisfactory soil materials without intermixing. Place, grade, and shape stockpiles to drain surface water. Cover to prevent windblown dust.
  1. Stockpile soil materials away from edge of excavations. Do not store within drip line of remaining trees.

### 3.11 BACKFILL

- A. Place and compact backfill in excavations promptly, but not before completing the following:

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1. Construction below finish grade including, where applicable, Storm Drainage, dampproofing, waterproofing, and perimeter insulation.
2. Surveying locations of underground utilities for Record Documents.
3. Testing and inspecting underground utilities.
4. Removing concrete formwork.
5. Removing trash and debris.
6. Removing temporary shoring and bracing, and sheeting.
7. Installing permanent or temporary horizontal bracing on horizontally supported walls.

- B. Place backfill on subgrades free of mud, frost, snow, or ice.

### 3.12 UTILITY TRENCH BACKFILL

- A. Place backfill on subgrades free of mud, frost, snow, or ice.
- B. Place and compact bedding course on trench bottoms and where indicated. Shape bedding course to provide continuous support for bells, joints, and barrels of pipes and for joints, fittings, and bodies of conduits.
- C. Trenches under Footings: Backfill trenches excavated under footings and within 18 inches of bottom of footings with satisfactory soil; fill with concrete to elevation of bottom of footings. Concrete is specified in Division 03 Section "Cast-in-Place Concrete."
- D. Trenches under Roadways: Provide 4-inch- thick, concrete-base slab support for piping or conduit less than 30 inches below surface of roadways. After installing and testing, completely encase piping or conduit in a minimum of 4 inches of concrete before backfilling or placing roadway subbase course. Concrete is specified in Division 03 Section "Cast-in-Place Concrete."
- E. Backfill voids with satisfactory soil while removing shoring and bracing.
- F. Place and compact initial backfill of subbase material, free of particles larger than 1 inch in any dimension, to a height of 12 inches over the pipe or conduit.
1. Carefully compact initial backfill under pipe haunches and compact evenly up on both sides and along the full length of piping or conduit to avoid damage or displacement of piping or conduit. Coordinate backfilling with utilities testing.
- G. Place and compact final backfill of satisfactory soil to final subgrade elevation.
- H. Install warning tape directly above utilities, 12 inches below finished grade, except 6 inches below subgrade under pavements and slabs.

### 3.13 SOIL FILL

- A. Plow, scarify, bench, or break up sloped surfaces steeper than 1 vertical to 4 horizontal so fill material will bond with existing material.
- B. Place and compact fill material in layers to required elevations as follows:

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1. Under grass and planted areas, use satisfactory soil material.
2. Under walks and pavements, use satisfactory soil material.
3. Under steps and ramps, use engineered fill.
4. Under building slabs, use engineered fill.

- C. Place soil fill on subgrades free of mud, frost, snow, or ice.

### 3.14 SOIL MOISTURE CONTROL

- A. Uniformly moisten or aerate subgrade and each subsequent fill or backfill soil layer before compaction to within 2 percent of optimum moisture content.
1. Do not place backfill or fill soil material on surfaces that are muddy, frozen, or contain frost or ice.
  2. Remove and replace, or scarify and air dry, otherwise satisfactory soil material that exceeds optimum moisture content by 2 percent and is too wet to compact to specified dry unit weight.

### 3.15 COMPACTION OF SOIL BACKFILLS AND FILLS

- A. Place backfill and fill soil materials in layers not more than 8-inches in loose depth for material compacted by heavy compaction equipment, and not more than 4 inches in loose depth for material compacted by hand-operated tampers.
- B. Place backfill and fill soil materials evenly on all sides of structures to required elevations, and uniformly along the full length of each structure.
- C. Compact soil materials to not less than the following percentages of maximum dry unit weight according to ASTM D 698 or ASTM D 1557:
1. Under structures, building slabs, steps, and pavements, scarify and recompact top 12 inches of existing subgrade and each layer of backfill or fill soil material at 98 percent.
  2. Under walkways, scarify and recompact top 6 inches below subgrade and compact each layer of backfill or fill soil material at 95 percent.
  3. Under turf or unpaved areas, scarify and recompact top 6 inches below subgrade and compact each layer of backfill or fill soil material at 85 percent.
  4. For utility trenches, compact each layer of initial and final backfill soil material at 85 percent.

### 3.16 GRADING

- A. General: Uniformly grade areas to a smooth surface, free of irregular surface changes. Comply with compaction requirements and grade to cross sections, lines, and elevations indicated.
1. Provide a smooth transition between adjacent existing grades and new grades.
  2. Cut out soft spots, fill low spots, and trim high spots to comply with required surface tolerances.

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- B. Site Rough Grading: Slope grades to direct water away from buildings and to prevent ponding. Finish subgrades to required elevations within the following tolerances:
  - 1. Turf or Unpaved Areas: Plus or minus 1 inch.
  - 2. Walks: Plus or minus 1 inch.
  - 3. Pavements: Plus or minus 1/2 inch.
- C. Grading inside Building Lines: Finish subgrade to a tolerance of 1/2 inch when tested with a 10-foot straightedge.

### 3.17 SUBSURFACE DRAINAGE

- A. Storm Drainage Pipe: Specified in Division 33 Section "Storm Drainage."
- B. Subsurface Drain: Place subsurface drainage geotextile around perimeter of Storm Drainage trench. Place a 6-inch course of filter material on subsurface drainage geotextile to support Storm Drainage pipe. Encase Storm Drainage pipe in a minimum of 12 inches of filter material, placed in compacted layers 6 inches thick, and wrap in subsurface drainage geotextile, overlapping sides and ends at least 6 inches.
  - 1. Place and compact impervious fill over drainage backfill in 6-inch- thick compacted layers to final subgrade.

### 3.18 SUBBASE AND BASE COURSES UNDER PAVEMENTS AND WALKS

- A. Place subbase course and base course on subgrades free of mud, frost, snow, or ice.
- B. On prepared subgrade, place subbase course and base course under pavements and walks as follows:
  - 1. Install separation geotextile on prepared subgrade according to manufacturer's written instructions, overlapping sides and ends.
  - 2. Place base course material over subbase course under hot-mix asphalt pavement.
  - 3. Shape subbase course and base course to required crown elevations and cross-slope grades.
  - 4. Place subbase course and base course 6 inches or less in compacted thickness in a single layer.
  - 5. Place subbase course and base course that exceeds 6 inches in compacted thickness in layers of equal thickness, with no compacted layer more than 6 inches thick or less than 3 inches thick.
  - 6. Compact subbase course and base course at optimum moisture content to required grades, lines, cross sections, and thickness to not less than 98 percent of maximum dry unit weight according to ASTM D 698 and ASTM D 1557.

### 3.19 DRAINAGE COURSE UNDER CONCRETE SLABS-ON-GRADE

- A. Place drainage course on subgrades free of mud, frost, snow, or ice.

- B. On prepared subgrade, place and compact drainage course under cast-in-place concrete slabs-on-grade as follows:
  - 1. Install Storm Drainage geotextile on prepared subgrade according to manufacturer's written instructions, overlapping sides and ends.
  - 2. Place drainage course 6 inches or less in compacted thickness in a single layer.
  - 3. Place drainage course that exceeds 6 inches in compacted thickness in layers of equal thickness, with no compacted layer more than 6 inches thick or less than 3 inches thick.
  - 4. Compact each layer of drainage course to required cross sections and thicknesses to not less than 95 percent of maximum dry unit weight according to ASTM D 698.

### 3.20 FIELD QUALITY CONTROL

- A. Special Inspections: Owner may choose to engage a qualified special inspector to perform the following special inspections; this condition is not always the case, and contractor will be notified in advance when owner/architect chooses to exercise the following special inspections:
  - 1. Determine prior to placement of fill that site has been prepared in compliance with requirements.
  - 2. Determine that fill material and maximum lift thickness comply with requirements.
  - 3. Determine, at the required frequency, that in-place density of compacted fill complies with requirements.
- B. Testing Agency: Owner will engage a qualified geotechnical engineering testing agency to perform tests and inspections.
- C. Allow testing agency to inspect and test subgrades and each fill or backfill layer. Proceed with subsequent earth moving only after test results for previously completed work comply with requirements.
- D. Testing agency will test compaction of soils in place according to ASTM D 1556, ASTM D 2167, ASTM D 2922, and ASTM D 2937, as applicable.
- E. When testing agency reports that subgrades, fills, or backfills have not achieved degree of compaction specified, scarify and moisten or aerate, or remove and replace soil materials to depth required; recompact and retest until specified compaction is obtained.

### 3.21 PROTECTION

- A. Protecting Graded Areas: Protect newly graded areas from traffic, freezing, and erosion. Keep free of trash and debris.
- B. Repair and reestablish grades to specified tolerances where completed or partially completed surfaces become eroded, rutted, settled, or where they lose compaction due to subsequent construction operations or weather conditions.
  - 1. Scarify or remove and replace soil material to depth as directed by Architect; reshape and recompact.



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- C. Where settling occurs before Project correction period elapses, remove finished surfacing, backfill with additional soil material, compact, and reconstruct surfacing.
  - 1. Restore appearance, quality, and condition of finished surfacing to match adjacent work, and eliminate evidence of restoration to greatest extent possible.

### 3.22 DISPOSAL OF SURPLUS AND WASTE MATERIALS

- A. Remove surplus satisfactory soil and waste materials, including unsatisfactory soil, trash, and debris, and legally dispose of them off Owner's property.

END OF SECTION 312000

## SECTION 31 2500 - EROSION CONTROL

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. The provisions of the Contract Documents apply to the work of this Section.
- B. The Virginia Erosion and Sediment Control Handbook, latest edition.

#### 1.2 SUMMARY

- A. This Section includes the installation, maintenance and removal of erosion control measures required for prevention of sediment leaving the project site.

#### 1.3 EROSION AND SEDIMENT CONTROL PERMIT

- A. Schedule a pre-construction conference on-site with the City and Engineer. Hold this meeting prior to the start of any construction activities.

#### 1.4 VSMP REGISTRATION – NOT APPLICABLE

#### 1.5 SUBMITTALS

- A. Copies of the weekly Erosion Control Measure inspection reports. *These may be submitted at the monthly progress meetings.*

#### 1.6 PAYMENT PROCEDURES FOR EROSION CONTROL MEASURES

- A. Erosion control maintenance is included in the lump sum price for Erosion and Sediment Control.

### PART 2 - PRODUCTS

#### A. EROSION CONTROL PRODUCTS:

- A. Silt Fence
  - 1. Synthetic filter fabric, complying with the requirements of Standard and Specification 3.05 of the Virginia Erosion and Sediment Control Handbook.
  - 2. Wooden stakes shall be 2" oak, a minimum length of five feet.
- B. Storm Drain Inlet Protection
  - 1. Gravel Curb Inlet Sediment Filter {Block and Gravel Curb Inlet Sediment Filter}, complying with the requirements of Standard and Specification 3.07 of the Virginia Erosion and Sediment Control Handbook.
  - 2. Silt Fence Drop Inlet Protection, complying with the requirements of Standard and Specification 3.07 of the Virginia Erosion and Sediment Control Handbook.
- C. Temporary Seeding

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1. Temporary vegetative cover for disturbed areas, complying with the requirements of Standard and Specification 3.31 of the Virginia Erosion and Sediment Control Handbook.
- D. Permanent Seeding
  1. Refer to Section 32 9200 "Lawns and Grasses" for permanent seeding requirements.
- E. Tree Protection
  1. Tree protection complying with the requirements of Standard and Specification 3.38 of the Virginia Erosion and Sediment Control Handbook.
- F. Safety Fence
  1. Plastic safety fence complying with the requirements of Standard and Specification 3.01 of the Virginia Erosion and Sediment Control Handbook.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF EROSION CONTROL MEASURES

- A. Install all erosion and sediment control measures per the requirements of the Virginia Erosion and Sediment Control Handbook.
- B. Protect all points of construction ingress and egress to the site to prevent tracking of mud onto public streets.
- C. Install erosion control measures as indicated on the Drawings and as directed by the City Inspector.
- D. Install additional measures as necessary to prevent sediment from leaving the project site.

### 3.2 MAINTENANCE OF EROSION CONTROL MEASURES

- A. Maintain all erosion and sediment control measures per the requirements of the Virginia Erosion and Sediment Control Handbook.
- B. At a minimum, the following maintenance is required:
  1. Silt Fence
    - a) Inspect immediately following each rainfall and at least daily during prolonged rainfall.
    - b) Make any required repairs immediately. Give special attention to damage resulting from end-runs and undercutting.
    - c) Replace fabric that is decomposing or is otherwise ineffective.
    - d) Clean out accumulated sediment following every storm event. Do not allow sediment to accumulate higher than one-half the height of the barrier.
  2. Storm Drain Inlet Protection
    - a) Inspect immediately following each rainfall and at least daily during prolonged rainfall.
    - b) Remove and clean or replace stone filters that have been clogged with sediment. Make any required repairs immediately
    - c) Remove accumulated sediment as required. Do not allow sediment to accumulate higher than one-half the height of the measure.
  3. Temporary Seeding
    - a) Re-seed and mulch areas where cover is inadequate to protect against erosion until adequate cover is obtained.

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- C. Remove accumulated sediment as required and at appropriate intervals to maintain the effective function of all erosion control measures.
- D. Inspect, repair and remove accumulated sediment from erosion control measures following significant (greater than ½") rainfall events.
- E. If erosion control measures become clogged, causing the impoundment of water, restore the measures immediately. Ponded water poses a potential drowning hazard and shall be relieved immediately by either pumping (through an approved dewatering structure) or by removal of the blockage.

### 3.3 REMOVAL OF EROSION CONTROL MEASURES

- A. Remove all temporary erosion control measures following the stabilization of the site. Do not remove erosion control measures until authorized by the City Inspector.
- B. Topsoil, permanently seed and stabilize areas occupied by erosion control measures.

END OF SECTION 31 2500

## SECTION 32 1216 - ASPHALT PAVEMENT

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. The provisions of the Contract Documents apply to the work of this Section.

#### 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Hot-mix asphalt paving over prepared subbase.
  - 2. Hot –mix asphalt patching.
  - 3. Hot-mix asphalt overlays.
  - 4. Asphalt surface treatments
    - a) Coal tar sealant

#### 1.3 SUBMITTALS

- A. Job-Mix Designs: Certification, by authorities having jurisdiction, of approval of each job mix proposed for the Work.
- B. Material Certificates: Certificates signed by manufacturers certifying that each material complies with requirements.
- C. Traffic maintenance and Work Area Protection Plan: Submit a plan indicating sequencing and measures to be used for the maintenance and protection of traffic during operations within or immediately adjacent to existing roadways open to vehicular traffic. The Engineer and the City must approve this plan prior to commencement of work within the Right-of-Way.

#### 1.4 QUALITY ASSURANCE

- A. Installer Qualifications: Engage an experienced installer who has completed hot-mix asphalt paving similar in material, design, and extent to that indicated for this Project and with a record of successful in-service performance.
- B. Asphalt paving materials and installation shall conform to the requirements of the latest edition of the Virginia Department of Transportation (VDOT) Road and Bridge Specifications and Road and Bridge Standards.

#### 1.5 PROJECT CONDITIONS

- A. Environmental Limitations: Do not apply asphalt materials if substrate is wet or excessively damp or if the following conditions are not met:
  - 1. Prime and Tack Coats: Minimum ambient temperature of 50 deg F (10 deg C), and when temperature has not been below 35 deg F (1 deg C) for 12 hours immediately prior to application.
  - 2. Asphalt Base Course: Minimum surface temperature of 40 deg F (4 deg C) and rising at time of placement.

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3. Asphalt Surface Course: Minimum surface temperature of 40 deg F (4 deg C) and rising at time of placement.

### 1.6 TESTING AND INSPECTION

- A. Within the road Right-of-Way, City inspectors shall observe the asphalt placement. Coordinate the necessary inspection schedule with the City.

## PART 2 - PRODUCTS

### 2.1 ASPHALT-AGGREGATE MIXTURE

- A. General: Provide plant-mixed, hot-laid asphalt-aggregate mixture complying with the requirements of the VDOT Road and Bridge Specifications and as recommended by local paving authorities to suit project conditions.

### 2.2 ASPHALT MATERIALS

- A. Tack Coat: ASTM D 977, emulsified asphalt or ASTM D 2397, cationic emulsified asphalt, slow setting, factory diluted in water, of suitable grade and consistency for application.
- B. Prime Coat: Asphalt emulsion prime conforming to VDOT requirements.

### 2.3 AUXILIARY MATERIALS

- A. Paving Geotextile: Nonwoven polypropylene, specifically designed for paving applications, resistant to chemical attack, rot, and mildew.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Verify that subgrade is dry and in suitable condition to support paving and imposed loads.
- B. Proof-roll subbase using heavy, pneumatic-tired rollers to locate areas that are unstable or that require further compaction.
- C. Notify Engineer in writing of any unsatisfactory conditions. Do not begin paving installation until these conditions have been satisfactorily corrected.

### 3.2 MAINTENANCE AND PROTECTION OF TRAFFIC

- A. Utilize flagmen, barricades, warning signs and warning lights as required by the Virginia Work Area Protection Manual.

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### 3.3 PATCHING AND REPAIRS

- A. Patching: Saw cut perimeter of patch and excavate existing pavement section to sound base. Recompact new subgrade. Excavate rectangular or trapezoidal patches, extending 12 inches (300 mm) into adjacent sound pavement, unless otherwise indicated. Cut excavation faces vertically.
  - 1. Tack coat faces of excavation and allow to cure before paving.
  - 2. Fill excavation with dense-graded, hot-mix asphalt mix and, while still hot, compact flush with adjacent surface.
- B. Leveling Course: Install and compact leveling course consisting of dense-graded, hot-mix asphalt surface course to level sags and fill depressions deeper than 1 inch (25 mm) in existing pavements.
  - 1. Install leveling wedges in compacted lifts not exceeding 3 inches (75 mm) thick.
- C. Crack and Joint Filling: Remove existing filler material from cracks or joints to a depth of 1/4 inch (6 mm). Refill with asphalt joint-filling material to restore watertight condition. Remove excess filler that has accumulated near cracks or joints.
- D. Tack Coat: Apply uniformly to existing surfaces of previously constructed asphalt or Portland cement concrete paving and to surfaces abutting or projecting into new, hot-mix asphalt pavement. Apply at a uniform rate of 0.05 to 0.15 gal./sq. yd. (0.2 to 0.7 L/sq. m) of surface.
  - 1. Allow tack coat to cure undisturbed before paving.
  - 2. Avoid smearing or staining adjoining surfaces, appurtenances, and surroundings. Remove spillage and clean affected surfaces.

### 3.4 SURFACE PREPARATION

- A. General: Immediately before placing asphalt materials, remove loose and deleterious material from substrate surfaces. Ensure that prepared subgrade is ready to receive paving.
- B. Sweep loose granular particles from surface of unbound-aggregate base course. Do not dislodge or disturb aggregate embedded in compacted surface of base course.
- C. Prime Coat: For asphalt sections less than 4" thick, apply uniformly over surface of compacted-aggregate base at a rate of 0.15 to 0.50 gal./sq. yd. (0.7 to 2.3 L/sq. m). Apply enough material to penetrate and seal, but not flood surface. Allow prime coat to cure for 24 hours minimum.
  - 1. If prime coat is not entirely absorbed within 24 hours after application, spread sand over surface to blot excess asphalt. Use just enough sand to prevent pickup under traffic. Remove loose sand by sweeping before pavement is placed and after volatiles have evaporated.
  - 2. Protect primed substrate from damage until ready to receive paving.

### 3.5 GEOTEXTILE INSTALLATION

- A. Apply bond coat, consisting of asphalt cement, uniformly to existing surfaces at a rate of 0.20 to 0.30 gal./sq. yd. (0.8 to 1.2 L/sq. m).
- B. Place paving geotextile promptly according to manufacturer's written instructions. Broom or roll geotextile smooth and free of wrinkles and folds. Overlap longitudinal joints 4 inches (100 mm) and transverse joints 6 inches (150 mm).
  - 1. Protect paving geotextile from traffic and other damage and place overlay paving the same day.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

### 3.6 HOT-MIX ASPHALT PLACING

- A. Machine place hot-mix asphalt mix on prepared surface, spread uniformly, and strike off. Place asphalt mix by hand to areas inaccessible to equipment in a manner that prevents segregation of mix. Place each course to required grade, cross section, and thickness, when compacted.
  - 1. Place hot-mix asphalt base course in number of lifts and thickness indicated.
  - 2. Spread mix at minimum temperature of 225 deg F (107 deg C).
- B. Place paving in consecutive strips not less than 10 feet (3 m) wide, except where infill edge strips of a lesser width are required.
  - 1. After first strip has been placed and rolled, place succeeding strips and extend rolling to overlap previous strips. Complete asphalt base course for a section before placing intermediate or surface courses.
- C. Promptly correct surface irregularities in paving course behind paver. Use suitable hand tools to remove excess material forming high spots. Fill depressions with hot-mix asphalt to prevent segregation of mix; use suitable hand tools to smooth surface.

### 3.7 JOINTS

- A. Construct joints between old and new pavement, or between successive days work, to ensure continuous bond between adjoining paving sections. Construct joints free of depressions with same texture and smoothness as other sections of hot-mix asphalt course.
  - 1. Clean contact surfaces and apply tack coat.
  - 2. Offset longitudinal joints in successive courses a minimum of 6 inches (150 mm).
  - 3. Offset transverse joints in successive courses a minimum of 24 inches (600 mm).
  - 4. Construct transverse joints as required by the VDOT Road and Bridge Specifications.
  - 5. Compact joints as soon as hot-mix asphalt will bear roller weight without excessive displacement.

### 3.8 COMPACTION

- A. General: Begin compaction as soon as placed hot-mix paving will bear roller weight without excessive displacement. Compact hot-mix paving with hot, hand tampers or vibratory-plate compactors in areas inaccessible to rollers.
  - 1. Complete compaction before mix temperature cools to 185 deg F (85 deg C).
- B. Breakdown Rolling: Accomplish breakdown or initial rolling immediately after rolling joints and outside edge. Examine surface immediately after breakdown rolling for indicated crown, grade, and smoothness. Repair surfaces by loosening displaced material, filling with hot-mix asphalt, and rerolling to required elevations.
- C. Intermediate Rolling: Begin intermediate rolling immediately after breakdown rolling, while hot-mix asphalt is still hot enough to achieve indicated density. Continue rolling until hot-mix asphalt course has been uniformly compacted to the following density:
  - 1. Average Density: 95 percent of reference laboratory density according to ASTM D 1559.
- D. Finish Rolling: Finish roll paved surfaces to remove roller marks while hot-mix asphalt is still warm. Surface course average density shall be 95 percent of reference laboratory density.
- E. Edge Shaping: While surface is being compacted and finished, trim edges of pavement to proper alignment. Bevel edges while still hot, with back of rake or smooth iron. Compact thoroughly using tamper or other



## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

satisfactory method. Edges adjacent to curbs and curb and gutter sections shall be flush with the edge of concrete.

- F. Repairs: Remove paved areas that are defective or contaminated with foreign materials. Remove paving course over area affected and replace with fresh, hot-mix asphalt. Compact by rolling to specified density and surface smoothness.
- G. Protection: After final rolling, do not permit vehicular traffic on pavement until it has cooled and hardened.
- H. Erect barricades to protect paving from traffic until mixture has cooled enough not to become marked.

### 3.9 INSTALLATION TOLERANCES

- A. Thickness: Compact each course to produce the thickness indicated within the following tolerances:
  - 1. Base Course: Plus or minus 1/2 inch (13 mm).
  - 2. Surface Course: Plus 1/4 inch (6 mm), no minus.
- B. Surface Smoothness: Compact each course to produce a surface smoothness within the following tolerances as determined by using a 10-foot (3-m) straightedge applied transversely or longitudinally to paved areas:
  - 1. Base Course: 1/4 inch (6 mm).
  - 2. Surface Course: 3/16 inch (3 mm).
  - 3. Crowned Surfaces: Test with crowned template centered and at right angle to crown. Maximum allowable variance from template is 1/4 inch (6 mm).
- C. Check surface areas at intervals as directed by Engineer.

### 3.10 FIELD QUALITY CONTROL

- A. Within the Right-of-Way, coordinate required inspections with the City.
- B. Testing Agency: Owner will engage a qualified independent testing agency to perform field inspections and tests and to prepare test reports.
  - 1. Testing agency will conduct and interpret tests and state in each report whether tested Work complies with or deviates from requirements.
- C. Additional testing, at Contractor's expense, will be performed to determine compliance of corrected Work with requirements.
- D. Remove and replace or install additional hot-mix asphalt where test results or measurements indicate that it does not comply with requirements.

END OF SECTION 32 1216

## SECTION 32 1313 - SITE CONCRETE

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. The provisions of the Contract Documents apply to the work of this Section.

#### 1.2 DESCRIPTION OF WORK:

- A. Extent of Portland cement concrete paving is shown on drawings, including:
  - 1. Curbs, gutters, entrance aprons and driveways
  - 2. Concrete Walkways

#### 1.3 SUBMITTALS

- A. Provide certification that all materials meet VDOT standards for the class of concrete required.

#### 1.4 JOB CONDITIONS

- A. Traffic Control: Maintain access for vehicular and pedestrian traffic as required for other construction activities.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

- A. Forms: Steel, wood, or other suitable material of size and strength to resist movement during concrete placement and to retain horizontal and vertical alignment until removal. Use straight forms, free of distortion and defects.
  - 1. Use flexible spring steel forms or laminated boards to form radius bends as required.
  - 2. Coat forms with a nonstaining form release agent that will not discolor or deface surface of concrete.
- B. Welded Wire Mesh: Welded plain cold-drawn steel wire fabric, ASTM A 185.
- C. Reinforcing Steel: ASTM A 615, Grade 60, deformed
- D. Concrete Materials: Comply with requirements of applicable Division 3 sections for concrete materials, admixtures, bonding materials, curing materials, and others as required.
- E. Expansion Joint Materials: Comply with requirements of applicable Division 7 sections for preformed expansion joint fillers and sealers.
- F. Antispalling Compound: Combination of boiled linseed oil and mineral spirits, complying with AASHTO M-233.
- G. Liquid-Membrane Forming and Sealing Curing Compound: Comply with VDOT Road and Bridge Specifications.

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### 2.2 CONCRETE MIX, DESIGN, AND TESTING

- A. Comply with requirements of applicable Division 3 sections for concrete mix design, sampling and testing, and quality control or VDOT Road and Bridge Specifications whichever is more stringent.
- B. Design mix to produce normal-weight concrete consisting of Portland cement, aggregate, water-reducing or high-range water-reducing admixture (superplasticizer), air-entraining admixture, and water to produce the following properties:
  - 1. Comply with the requirements of VDOT Std. Class A3 Concrete, unless otherwise indicated.

## PART 3 - EXECUTION

### 3.1 SURFACE PREPARATION

- A. Remove loose material from compacted subbase surface immediately before placing concrete.
- B. Proof-roll prepared subbase surface to check for unstable areas and need for additional compaction. Do not begin paving work until such conditions have been corrected and are ready to receive paving,

### 3.2 FORM CONSTRUCTION

- A. Set forms to required grades and lines, braced and secured. Install forms to allow continuous progress of work and so that forms can remain in place at least 24 hours after concrete placement.
- B. Check completed formwork for grade and alignment to following tolerances:
  - 1. Top of forms not more than 1/8 inch in 10 feet.
  - 2. Vertical face on longitudinal axis, not more than 1/4 inches in 10 feet.
- C. Clean forms after each use and coat with form release agent as required to ensure separation from concrete without damage.

### 3.3 REINFORCEMENT

- A. Locate, place and support reinforcement as specified in Division 3 sections, unless otherwise indicated.

### 3.4 CONCRETE PLACEMENT

- A. General: Comply with requirements of applicable Division 3 sections for mixing and placing concrete or VDOT Road and Bridge Specifications whichever is more stringent.
- B. Do not place concrete until subbase and forms have been checked for line and grade. Moisten subbase if required to provide a uniform dampened condition at time concrete is placed. Do not place concrete around manholes or other structures until they are at required finish elevation and alignment.
- C. Place concrete by methods that prevent segregation of mix. Consolidate concrete along face of forms and adjacent to transverse joints with internal vibrator. Keep vibrator away from joint assemblies, reinforcement, or side forms. Use only square-faced shovels for hand spreading and consolidation. Consolidate with care to prevent dislocation of reinforcing, dowels, and joint devices.
- D. Deposit and spread concrete in a continuous operation between transverse joints as far as possible. If interrupted for more than 1/2 hour, place a construction joint.
- E. Fabricated Bar Mats: Keep mats clean and free from excessive rust, and handle units to keep them flat and free of distortions. Straighten bends, kinks, and other irregularities or replace units as required before placement. Set mats for a minimum 2-inch overlap to adjacent mats.

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- F. Place concrete in 2 operations; strike off initial pour for entire width of placement and to the required depth below finish surface. Lay fabricated bar mats immediately in final position. Place top layer of concrete, strike off, and screed.
- G. Remove and replace portions of bottom layer of concrete that have been placed more than 15 minutes without being covered by top layer or use bonding agent if acceptable to Engineer.
- H. Curbs and Gutters: Automatic machine may be used for curb and gutter placement. If machine placement is to be used, submit revised mix design and laboratory test results that meet or exceed minimums indicated. Machine placement must produce curbs and gutters to required cross-section, lines, grades, finish, and jointing as indicated for formed concrete. If results are not acceptable, remove and replace with formed concrete meeting requirements.

### 3.5 JOINTS

- A. General: Construct expansion, weakened-plane (contraction), and construction joints true to line with face perpendicular to surface of concrete. Construct transverse joints at right angles to the centerline, unless otherwise indicated.
- B. Weakened-Plane (Contraction) Joints: Provide weakened-plane (contraction) joints, sectioning concrete into areas as shown on drawings. Construct weakened-plane joints for a depth equal to at least 1/4 concrete thickness, as follows:
  - 1. Tooled Joints: Form weakened-plane joints in fresh concrete by grooving top portion with a recommended cutting tool and finishing edges with a jointer.
  - 2. Sawed Joints: Form weakened-plane joints with powered saws equipped with shatterproof abrasive or diamond-rimmed blades. Cut joints into hardened concrete as soon as surface will not be torn, abraded, or otherwise damaged by cutting action.
  - 3. Inserts: Use embedded strips of metal or sealed wood to form weakened-plane joints. Set strips into plastic concrete and carefully remove strips after concrete has hardened.
- C. Construction Joints: Place construction joints at end of placements and at locations where placement operations are stopped for more than 1/2 hour, except where such placements terminate at expansion joints.
  - 1. Construct joints as indicated or, if not indicated, use standard metal keyway-section forms.
- D. Expansion Joints: Provide premolded joint filler for expansion joints abutting concrete curbs, catch basins, manholes, inlets, structures, walks, and other fixed objects, unless otherwise indicated. All joints shall be caulked.
- E. Locate expansion joints at 50 feet o.c. for each pavement lane unless otherwise indicated.
- F. Extend joint fillers full width and depth of joint, not less than 1/2 inch or more than 1 inch below finished surface where joint sealer is indicated. If no joint sealer, place top of joint filler flush with finished concrete surface.
- G. Provide joint fillers in one-piece lengths for full width being placed wherever possible. Where more than one length is required, lace or clip joint filler sections together.
- H. Protect top edge of joint filler during concrete placement with a metal cap or other temporary material. Remove protection after concrete has been placed on both sides of joint.
- I. Fillers and Sealants: Utilize VDOT approved joint fillers and sealants.

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### 3.6 CONCRETE FINISHING

- A. After striking-off and consolidating concrete, smooth surface by screeding and floating. Use hand methods only where mechanical floating is not possible. Adjust floating to compact surface and produce uniform texture.
- B. After floating, test surface for trueness with a 10-ft. straightedge. Distribute concrete as required to remove surface irregularities, and refloat repaired areas to provide a continuous smooth finish.
- C. Work edges of slabs, gutters, back top edge of curb, and formed joints with an edging tool, and round to 1/2-inch radius, unless otherwise indicated. Eliminate tool marks on concrete surface.
- D. After completion of floating and when excess moisture or surface sheen has disappeared, complete troweling and finish surface as follows:
  - 1. Broom finish by drawing a fine-hair broom across concrete surface perpendicular to line of traffic. Repeat operation if required to provide a fine line texture acceptable to Engineer.
- E. Do not remove forms for 24 hours after concrete has been placed. After form removal, clean ends of joints and point-up any minor honeycombed areas. Remove and replace areas or sections with major defects, as directed by Engineer.
- F. Provide truncated dome detectable warning strips at both ends of concrete walks.

### 3.7 CURING

- A. Protect and cure finished concrete paving in compliance with applicable requirements of Division 3 sections. Use membrane-forming curing and sealing compound or approved moist-curing methods.

### 3.8 REPAIRS AND PROTECTIONS

- A. Repair or replace cracked, broken or defective concrete curbs and curb and gutter, as directed by Engineer.
- B. Replace cracked, broken or defective concrete sidewalks.
- C. Repair or replace cracked, broken or defective concrete pavement, as directed by Engineer.
- D. Drill test cores where directed by Engineer when necessary to determine magnitude of cracks or defective areas. Fill drilled core holes in satisfactory pavement areas with Portland cement concrete bonded to pavement with epoxy adhesive.
- E. Protect concrete from damage until acceptance of work. Exclude traffic from pavement for at least 14 days after placement. When construction traffic is permitted, maintain pavement as clean as possible by removing surface stains and spillage of materials as they occur.
- F. Sweep concrete pavement and wash free of stains, discolorations, dirt, and other foreign material just before final inspection.

END OF SECTION 32 1313

## **SECTION 329200 – TURF AND GRASSES**

### **PART 1 - GENERAL**

#### **1.1 RELATED DOCUMENTS**

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### **1.2 SUMMARY**

- A. Section Includes:

- 1. Seeding.
  - 2. Sodding.
  - 3. Hydro-seeding
  - 4. Erosion-control material(s).

- B. Related Sections:

- 1. Division 31 Section "Site Clearing" for topsoil stripping and stockpiling.
  - 2. Division 31 Section "Earth Moving" for excavation, filling and backfilling, and rough grading.
  - 3. Division 32 Section "Plants" for any border edgings.
  - 4. Division 33 Section "Storm Drainage" for subsurface drainage.

#### **1.3 DEFINITIONS**

- A. Duff Layer: The surface layer of native topsoil that is composed of mostly decayed leaves, twigs, and detritus.
- B. Finish Grade: Elevation of finished surface of planting soil.
- C. Manufactured Topsoil: Soil produced off-site by homogeneously blending mineral soils or sand with stabilized organic soil amendments to produce topsoil or planting soil.
- D. Pesticide: A substance or mixture intended for preventing, destroying, repelling, or mitigating a pest. This includes insecticides, miticides, herbicides, fungicides, rodenticides, and molluscicides. It also includes substances or mixtures intended for use as a plant regulator, defoliant, or desiccant.
- E. Pests: Living organisms that occur where they are not desired or that cause damage to plants, animals, or people. These include insects, mites, grubs, mollusks (snails and slugs), rodents (gophers, moles, and mice), unwanted plants (weeds), fungi, bacteria, and viruses.

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- F. Planting Soil: Standardized topsoil; existing, native surface topsoil; existing, in-place surface soil; imported topsoil; or manufactured topsoil that is modified with soil amendments and perhaps fertilizers to produce a soil mixture best for plant growth.
- G. Subgrade: Surface or elevation of subsoil remaining after excavation is complete, or top surface of a fill or backfill before planting soil is placed.
- H. Subsoil: All soil beneath the topsoil layer of the soil profile, and typified by the lack of organic matter and soil organisms.
- I. Surface Soil: Soil that is present at the top layer of the existing soil profile at the Project site. In undisturbed areas, the surface soil is typically topsoil, but in disturbed areas such as urban environments, the surface soil can be subsoil.
- J. Landscaping Substantial Completion: Inspection by the City of Norfolk's - Department of Recreation, Parks, and Open Space, Division of Open Space Planning and Development, Landscape Architect to ensure that all work encompassing this specification section and the contract documents is satisfactory to the City of Norfolk. This inspection will precede the awarding of the project's substantial completion.

### 1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
  - 1. Pesticides and Herbicides: Include product label and manufacturer's application instructions specific to this Project.
- B. Certification of Grass Seed: From seed vendor for each grass-seed monostand or mixture stating the botanical and common name, percentage by weight of each species and variety, and percentage of purity, germination, and weed seed. Include the year of production and date of packaging.
  - 1. Certification of each seed mixture for turfgrass sod. Include identification of source and name and telephone number of supplier.
- C. Qualification Data: For qualified landscape Installer.
- D. Product Certificates: For soil amendments and fertilizers, from manufacturer.
- E. Material Test Reports: For standardized ASTM D 5268 topsoil existing native surface topsoil existing in-place surface soil and imported or manufactured topsoil. Copies of all testing results shall be submitted to the City of Norfolk's Forester & Landscape Architect, and to the designated Public Works site inspector.

### 1.5 QUALITY ASSURANCE

- A. Installer Qualifications: For all turf/seed restoration work within the Right-of-Way OR less than 2,500-SF, the grass turf/seed installer and their Field Supervisor are NOT required to hold the memberships and Certifications from ANLA and Certified Turfgrass Professionals.

- B. For all grass establishment work outside the Right-of-Way OR greater than 2,500-SF, the planting should be performed by a qualified landscape Installer whose work has resulted in successful turf and meadow establishment.
  - 1. Personnel Certifications: Installer's field supervisor personnel assigned to the Work shall have certification in one of the following categories from the Professional Landcare Network:
    - a. Certified Landscape Technician - Exterior, with installation maintenance irrigation specialty area(s), designated CLT-Exterior.
    - b. Certified Turfgrass Professional designated CTP.
    - c. Certified Turfgrass Professional of Cool Season Lawns, designated CTP-CSL.
  - 2. Pesticide Applicator: State licensed, commercial.
- C. Soil-Testing Laboratory Qualifications: An independent laboratory or university laboratory, recognized by the State Department of Agriculture, with the experience and capability to conduct the testing indicated and that specializes in types of tests to be performed.
- D. Soil Analysis: For each unamended soil type, furnish soil analysis and a written report by a qualified soil-testing laboratory stating percentages of organic matter; gradation of sand, silt, and clay content; cation exchange capacity; sodium absorption ratio; deleterious material; pH; and mineral and plant-nutrient content of the soil.
  - 1. Testing methods and written recommendations shall comply with USDA's Handbook No. 60.
  - 2. The soil-testing laboratory shall be given soil sampling data, with depth, location, and number of samples taken to adequately represent each soil type on project site. A minimum of three representative samples shall be taken from varied locations for each soil to be used or amended for planting purposes.
  - 3. Report suitability of tested soil for turf growth.
    - a. Based on the test results, state recommendations for soil treatments and soil amendments to be incorporated. State recommendations in weight per 1000 sq. ft. or volume per cu. yd. for nitrogen, phosphorus, and potash nutrients and soil amendments to be added to produce satisfactory planting soil suitable for healthy, viable plants.
    - b. Report presence of problem salts, minerals, or heavy metals, including aluminum, arsenic, barium, cadmium, chromium, cobalt, lead, lithium, and vanadium. If such problem materials are present, provide additional recommendations for corrective action.
  - 4. If soil testing does not meet particle size distribution, physical and/or chemical properties specified; the soil shall be adjusted and re-tested, or another source secured, tested, and submitted for approval.

#### 1.6 DELIVERY, STORAGE, AND HANDLING

- A. Seed and Other Packaged Materials: Deliver packaged materials in original, unopened containers showing weight, certified analysis, name and address of manufacturer, and indication of conformance with state and federal laws, as applicable.



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- B. Sod: Harvest, deliver, store, and handle sod according to requirements in "Specifications for Turfgrass Sod Materials" and "Specifications for Turfgrass Sod Transplanting and Installation" in TPI's "Guideline Specifications to Turfgrass Sodding." Deliver sod in time for planting within 24 hours of harvesting. Protect sod from breakage and drying.
- C. Bulk Materials:
  - 1. Do not dump or store bulk materials near structures, utilities, walkways and pavements, or on existing turf areas or plants.
  - 2. Provide erosion-control measures to prevent erosion or displacement of bulk materials, discharge of soil-bearing water runoff, and airborne dust reaching adjacent properties, water conveyance systems, or walkways.
  - 3. Accompany each delivery of bulk fertilizers, lime, and soil amendments with appropriate certificates.

### 1.7 PROJECT CONDITIONS

- A. Planting Restrictions: Plant during periods as identified in the plans. Coordinate planting periods with initial maintenance periods to provide required maintenance from date of Substantial Completion.
- B. Weather Limitations: Proceed with planting only when existing and forecasted weather conditions permit planting to be performed when beneficial and optimum results may be obtained. Apply products during favorable weather conditions according to manufacturer's written instructions.

### 1.8 MAINTENANCE SERVICE

- A. Initial Turf Maintenance Service: Provide full maintenance by skilled employees of landscape Installer. Maintain as required in Part 3. Begin maintenance immediately after each area is planted and continue until acceptable turf is established but for not less than the following periods:
  - 1. Seeded Turf: 1 year from date of **Landscaping Substantial Completion**.
    - a. When initial maintenance period has not elapsed before end of planting season, or if turf is not fully established, continue maintenance during next planting season.
  - 2. Sodded Turf: 1 year from date of **Landscaping Substantial Completion**.

## PART 2 - PRODUCTS

### 2.1 SEED

- A. Grass Seed: Fresh, clean, dry, new-crop seed complying with AOSA's "Journal of Seed Technology; Rules for Testing Seeds" for purity and germination tolerances.
- B. Seed Species: State-certified seed of grass species as follows:

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- C. Seed Species: Seed of grass species as follows, with not less than 95 percent germination, not less than 85 percent pure seed, and not more than 0.5 percent weed seed; refer to construction documents for appropriate seed type:
- D. Seed Species: Upon approval, alternate seeds may be acceptable to match existing conditions of the site or adjacent sites:
  - 1. Submit request for approval of State-Certified alternate species.
  - 2. Submit seed manufacture's data on seed mix.

### 2.2 TURFGRASS SOD

- A. Turfgrass Sod: Certified Number 1 Quality/Premium, including limitations on thatch, weeds, diseases, nematodes, and insects, complying with "Specifications for Turfgrass Sod Materials" in TPI's "Guideline Specifications to Turfgrass Sodding." Furnish viable sod of uniform density, color, and texture, strongly rooted, and capable of vigorous growth and development when planted.
- B. Turfgrass Species: Sod of grass species as follows, with not less than 95 percent germination, not less than 85 percent pure seed, and not more than 0.5 percent weed seed:

### 2.3 INORGANIC SOIL AMENDMENTS

- A. Lime: ASTM C 602, agricultural liming material containing a minimum of 80 percent calcium carbonate equivalent and as follows:
  - 1. Class: O, with a minimum of 95 percent passing through No. 8 sieve and a minimum of 55 percent passing through No. 60 sieve.
  - 2. Provide lime in form of ground dolomitic limestone if necessary.
- B. Sulfur: Granular, biodegradable, containing a minimum of 90 percent sulfur, and with a minimum of 99 percent passing through No. 6 sieve and a maximum of 10 percent passing through No. 40 sieve.
- C. Iron Sulfate: Granulated ferrous sulfate containing a minimum of 20 percent iron and 10 percent sulfur.
- D. Aluminum Sulfate: Commercial grade, unadulterated.
- E. Perlite: Horticultural perlite, soil amendment grade.
- F. Agricultural Gypsum: Minimum 90 percent calcium sulfate, finely ground with 90 percent passing through No. 50 sieve.
- G. Sand: Clean, washed, natural or manufactured, and free of toxic materials.

## 2.4 ORGANIC SOIL AMENDMENTS

- A. **Muck Peat:** Partially decomposed moss peat, native peat, or reed-sedge peat, finely divided or of granular texture, with a pH range of 6 to 7.5, and having a water-absorbing capacity of 1100 to 2000 percent.
- B. **Wood Derivatives:** Decomposed, nitrogen-treated sawdust, ground bark, or wood waste; of uniform texture and free of chips, stones, sticks, soil, or toxic materials.

## 2.5 FERTILIZERS

- A. **Bonemeal:** Commercial, raw or steamed, finely ground; a minimum of 4 percent nitrogen and 20 percent phosphoric acid.
- B. **Superphosphate:** Commercial, phosphate mixture, soluble; a minimum of 20 percent available phosphoric acid.
- C. **Commercial Fertilizer:** Commercial-grade complete fertilizer of neutral character, consisting of fast- and slow-release nitrogen, 50 percent derived from natural organic sources of urea formaldehyde, phosphorous, and potassium in the following composition:
  - 1. **Composition:** 1 lb/1000 sq. ft. of actual nitrogen, 4 percent phosphorous, and 2 percent potassium, by weight.
  - 2. **Composition:** Nitrogen, phosphorous, and potassium in amounts recommended in soil reports from a qualified soil-testing laboratory.
- D. **Slow-Release Fertilizer:** Granular or pelleted fertilizer consisting of 50 percent water-insoluble nitrogen, phosphorus, and potassium in the following composition:
  - 1. **Composition:** 20 percent nitrogen, 10 percent phosphorous, and 10 percent potassium, by weight.
  - 2. **Composition:** Nitrogen, phosphorous, and potassium in amounts recommended in soil reports from a qualified soil-testing laboratory.

## 2.6 PLANTING SOILS

- A. All soil mixing shall be performed at contractor's yard using appropriate soil mixing and shredding equipment of sufficient capacity to assure proper quality control. No mixing of soils shall occur at project location unless suitable portable equipment approved by the city forester & Landscape Architect is permitted. All soil testing shall be at the expense of the contractor.
- B. **Planting Soil:** Existing, native surface topsoil shall not be stockpiled onsite. Once excavation is complete, topsoil the site to finished grade. Verify suitability of the surface topsoil to produce viable planting soil. Clean all soil of roots, plants, sod, stones, clay lumps, and other extraneous materials harmful to plant growth.
  - 1. Supplement with another specified planting soil when quantities are insufficient.
  - 2. Mix existing, native surface topsoil with the following soil amendments and fertilizers in the following quantities to produce planting soil:

- a. Ratio of Loose Compost to Topsoil by Volume: 1:2.
  - b. Ratio of Loose Wood Derivatives to Topsoil by Volume: per soil test recommendations.
  - c. Weight of Lime per 1000 Sq. Ft.: per soil test recommendations.
  - d. Weight of Sulfur Iron Sulfate Aluminum Sulfate per 1000 Sq. Ft.: per soil test recommendations.
  - e. Weight of Agricultural Gypsum per 1000 Sq. Ft.: per soil test recommendations.
  - f. Volume of Sand Plus 10 Percent Diatomaceous Earth per 1000 Sq. Ft.: per soil test recommendations.
  - g. Weight of Bonemeal per 1000 Sq. Ft.: per soil test recommendations.
  - h. Weight of Superphosphate per 1000 Sq. Ft.: per soil test recommendations.
  - i. Weight of Commercial Fertilizer per 1000 Sq. Ft.: per soil test recommendations.
  - j. Weight of Slow-Release Fertilizer per 1000 Sq. Ft.: per soil test recommendations.
- C. Planting Soil: Existing, in-place surface soil. Verify suitability of existing surface soil to produce viable planting soil. Remove stones, roots, plants, sod, clods, clay lumps, pockets of coarse sand, concrete slurry, concrete layers or chunks, cement, plaster, building debris, and other extraneous materials harmful to plant growth. Mix surface soil with the following soil amendments and fertilizers in the following quantities to produce planting soil:
1. Ratio of Loose Compost to Surface Soil by Volume: 1:2.
  2. Ratio of Loose Wood Derivatives to Surface Soil by Volume: per soil test recommendations.
  3. Weight of Lime per 1000 Sq. Ft.: per soil test recommendations.
  4. Weight of Sulfur Iron Sulfate Aluminum Sulfate per 1000 Sq. Ft.: per soil test recommendations.
  5. Weight of Agricultural Gypsum per 1000 Sq. Ft.: per soil test recommendations.
  6. Volume of Sand Plus 10 Percent Diatomaceous Earth per 1000 Sq. Ft.: per soil test recommendations.
  7. Weight of Bonemeal per 1000 Sq. Ft.: per soil test recommendations.
  8. Weight of Superphosphate per 1000 Sq. Ft.: per soil test recommendations.
  9. Weight of Commercial Fertilizer per 1000 Sq. Ft.: per soil test recommendations.
  10. Weight of Slow-Release Fertilizer per 1000 Sq. Ft.: per soil test recommendations.
- D. Planting Soil: Imported topsoil or manufactured topsoil from off-site sources. Obtain topsoil displaced from naturally well-drained construction or mining sites where topsoil occurs at least 4 inches deep; do not obtain from agricultural land, bogs or marshes.
1. Additional Properties of Imported Topsoil or Manufactured Topsoil: Screened and free of stones 1 inch or larger in any dimension; free of roots, plants, sod, clods, clay lumps, pockets of coarse sand, paint, paint washout, concrete slurry, concrete layers or chunks, cement, plaster, building debris, oils, gasoline, diesel fuel, paint thinner, turpentine, tar, roofing compound, acid, and other extraneous materials harmful to plant growth; free of obnoxious weeds and invasive plants including quackgrass, Johnsongrass, poison ivy, nutsedge, nimblewill, Canada thistle, bindweed, bentgrass, wild garlic, ground ivy, perennial sorrel, and brome grass; not infested with nematodes, grubs, other pests, pest eggs, or other undesirable organisms and disease-causing plant pathogens; friable and with sufficient structure to give good tilth and aeration. Continuous, air-filled, pore-space content on a volume/volume basis shall be at least 15 percent when moisture is present at field capacity. Soil shall have a field capacity of at least 15 percent on a dry weight basis.

2. Mix imported topsoil or manufactured topsoil with the following soil amendments and fertilizers in the following quantities to produce planting soil:
  - a. Ratio of Loose Compost to Topsoil by Volume: 1:2 per soil test recommendations.
  - b. Ratio of Loose Wood Derivatives to Topsoil by Volume: per soil test recommendations.
  - c. Weight of Lime per 1000 Sq. Ft.: per soil test recommendations.
  - d. Weight of Sulfur Iron Sulfate Aluminum Sulfate per 1000 Sq. Ft.: per soil test recommendations.
  - e. Weight of Agricultural Gypsum per 1000 Sq. Ft.: per soil test recommendations.
  - f. Volume of Sand Plus 10 Percent Diatomaceous Earth per 1000 Sq. Ft.: per soil test recommendations.
  - g. Weight of Bonemeal per 1000 Sq. Ft.: per soil test recommendations.
  - h. Weight of Superphosphate per 1000 Sq. Ft.: per soil test recommendations.
  - i. Weight of Commercial Fertilizer per 1000 Sq. Ft.: per soil test recommendations.
  - j. Weight of Slow-Release Fertilizer per 1000 Sq. Ft.: per soil test recommendations.

## 2.7 MULCHES

- A. Straw Mulch: Provide air-dry, clean, mildew- and seed-free, salt hay or threshed straw of wheat, rye, oats, or barley.

## 2.8 PESTICIDES

- A. General: Pesticide, registered and approved by EPA, acceptable to authorities having jurisdiction, and of type recommended by manufacturer for each specific problem and as required for Project conditions and application. Do not use restricted pesticides unless authorized in writing by authorities having jurisdiction.
- B. Pre-Emergent Herbicide (Selective and Non-Selective): Effective for controlling the germination or growth of weeds within planted areas at the soil level directly below the mulch layer.
- C. Post-Emergent Herbicide (Selective and Non-Selective): Effective for controlling weed growth that has already germinated.

## 2.9 EROSION-CONTROL MATERIALS

- A. Erosion-Control Blankets: Biodegradable wood excelsior, straw, or coconut-fiber mat enclosed in a photodegradable plastic mesh. Include manufacturer's recommended steel wire staples, 6 inches long.
- B. Erosion-Control Fiber Mesh: Biodegradable burlap or spun-coir mesh, a minimum of 0.92 lb/sq. yd., with 50 to 65 percent open area. Include manufacturer's recommended steel wire staples, 6 inches long.

- C. Erosion-Control Mats: Cellular, non-biodegradable slope-stabilization mats designed to isolate and contain small areas of soil over steeply sloped surface, of 3-inch nominal mat thickness. Include manufacturer's recommended anchorage system for slope conditions. Refer to the VDOT Road and Bridge Standards for EC-2 and EC-3 Type mattings.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas to be planted for compliance with requirements and other conditions affecting performance.
  - 1. Verify that no foreign or deleterious material or liquid such as paint, paint washout, concrete slurry, concrete layers or chunks, cement, plaster, oils, gasoline, diesel fuel, paint thinner, turpentine, tar, roofing compound, or acid has been deposited in soil within a planting area.
  - 2. Do not mix or place soils and soil amendments in frozen, wet, or muddy conditions.
  - 3. Suspend soil spreading, grading, and tilling operations during periods of excessive soil moisture until the moisture content reaches acceptable levels to attain the required results.
  - 4. Uniformly moisten excessively dry soil that is not workable and which is too dusty.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.
- C. If contamination by foreign or deleterious material or liquid is present in soil within a planting area, remove the soil and contamination as directed by Owner and replace with new planting soil.

### 3.2 PREPARATION

- A. Protect structures, utilities, sidewalks, pavements, and other facilities, trees, shrubs, and plantings from damage caused by planting operations.
  - 1. Protect adjacent and adjoining areas from hydroseeding and hydromulching overspray.
  - 2. Protect grade stakes set by others until directed to remove them.
- B. Install erosion-control measures to prevent erosion or displacement of soils and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways.

### 3.3 TURF AREA PREPARATION

- A. Limit turf subgrade preparation to areas to be planted.
- B. Newly Graded Subgrades: Loosen subgrade to a minimum depth of 8 inches. Remove stones larger than 1 inch in any dimension and sticks, roots, rubbish, and other extraneous matter and legally dispose of them off Owner's property.
  - 1. Thoroughly blend planting soil off-site before spreading or spread topsoil, apply soil amendments and fertilizer on surface, and thoroughly blend planting soil.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

- a. Delay mixing fertilizer with planting soil if planting will not proceed within a few days.
    - b. Mix lime with dry soil before mixing fertilizer.
  2. Spread planting soil to a depth of 6 inches but not less than required to meet finish grades after light rolling and natural settlement. Do not spread if planting soil or subgrade is frozen, muddy, or excessively wet.
    - a. Spread approximately 1/2 the thickness of planting soil over loosened subgrade. Mix thoroughly into top 4 inches of subgrade. Spread remainder of planting soil.
  3. Remove stones larger than 1 inch in any dimension and sticks, roots, trash, and other extraneous matter.
  4. Legally dispose of waste material, including grass, vegetation, and turf, off Owner's property.
- C. Finish Grading: Grade planting areas to a smooth, uniform surface plane with loose, uniformly fine texture. Grade to within plus or minus 1/2 inch of finish elevation. Roll and rake, remove ridges, and fill depressions to meet finish grades. Limit finish grading to areas that can be planted in the immediate future.
- D. Moisten prepared area before planting if soil is dry. Water thoroughly and allow surface to dry before planting. Do not create muddy soil.
- E. Before planting, obtain Owner's acceptance of finish grading; restore planting areas if eroded or otherwise disturbed after finish grading.

### 3.4 PREPARATION FOR EROSION-CONTROL MATERIALS

- A. Prepare area as specified in "Turf Area Preparation" Article.
- B. For erosion-control mats, install planting soil in two lifts, with second lift equal to thickness of erosion-control mats. Install erosion-control mat and fasten as recommended by material manufacturer.
- C. Fill cells of erosion-control mat with planting soil and compact before planting.
- D. For erosion-control blanket or mesh, install from top of slope, working downward, and as recommended by material manufacturer for site conditions. Fasten as recommended by material manufacturer.
- E. Moisten prepared area before planting if surface is dry. Water thoroughly and allow surface to dry before planting. Do not create muddy soil.

### 3.5 SEEDING

- A. Sow seed with spreader or seeding machine. Do not broadcast or drop seed when wind velocity exceeds 5 mph. Evenly distribute seed by sowing equal quantities in two directions at right angles to each other.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

1. Do not use wet seed or seed that is moldy or otherwise damaged.
  2. Do not seed against existing trees. Limit extent of seed to outside edge of planting saucer.
- B. Sow seed at a total rate of 8 lb/1000 sq. ft..
- C. Rake seed lightly into top 1/8 inch of soil, roll lightly, and water with fine spray.
- D. Protect seeded areas with slopes exceeding 1:4 with erosion-control blankets and 1:6 with erosion-control fiber mesh installed and stapled according to manufacturer's written instructions.
- E. Protect seeded areas with erosion-control mats where shown on Drawings; install and anchor according to manufacturer's written instructions.
- F. Protect seeded areas with slopes not exceeding 1:6 by spreading straw mulch. Spread uniformly at a minimum rate of 2 tons/acre to form a continuous blanket 1-1/2 inches in loose thickness over seeded areas. Spread by hand, blower, or other suitable equipment.
1. Anchor straw mulch by crimping into soil with suitable mechanical equipment.
  2. Bond straw mulch by spraying with asphalt emulsion at a rate of 10 to 13 gal./1000 sq. ft.. Take precautions to prevent damage or staining of structures or other plantings adjacent to mulched areas. Immediately clean damaged or stained areas.
- G. Protect seeded areas from hot, dry weather or drying winds by applying mulch within 24 hours after completing seeding operations. Soak areas, scatter mulch uniformly to a thickness of 3/16 inch, and roll surface smooth.

### 3.6 HYDROSEEDING

- A. Hydroseeding: Mix specified seed, fertilizer, and fiber mulch in water, using equipment specifically designed for hydroseed application. Continue mixing until uniformly blended into homogeneous slurry suitable for hydraulic application.
1. Mix slurry with nonasphaltic tackifier.
  2. Apply slurry uniformly to all areas to be seeded in a one-step process. Apply slurry at a rate so that mulch component is deposited at not less than 4000-lb/acre dry weight, and seed component is deposited at not less than the specified seed-sowing rate.

### 3.7 SODDING

- A. Lay sod within 24 hours of harvesting. Do not lay sod if dormant or if ground is frozen or muddy.
- B. Lay sod to form a solid mass with tightly fitted joints. Butt ends and sides of sod; do not stretch or overlap. Stagger sod strips or pads to offset joints in adjacent courses. Avoid damage to subgrade or sod during installation. Tamp and roll lightly to ensure contact with subgrade, eliminate air pockets, and form a smooth surface. Work sifted soil or fine sand into minor cracks between pieces of sod; remove excess to avoid smothering sod and adjacent grass.



## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

1. Lay sod parallel to contour with staggered vertical joints for slopes exceeding 1:3. In areas where sod may be displaced by foot traffic during sodding operations, ladders or treaded planks shall be used.
  2. Anchor sod on slopes exceeding 1:6 with wood pegs that are at least 8" in length and have a cross-sectional area of approximately 1 square inch or steel staples, set flush with sod surface and spaced as required to adequately hold sod securely in place; but not less than 2 anchors per sod strip to prevent slippage. Special attention shall be given to anchoring sod placed in drainage ditches, channels, and swales.
- C. Sodded areas shall be rolled or tamped to press the root system of the sod into full contact with underlying soil.
- D. Saturate sod with fine water spray within two hours of planting. During first week after planting, water daily or more frequently as necessary to maintain moist soil to a minimum depth of 1-1/2 inches below sod.
- E. Sodded areas shall be kept watered to maintain the life and growth of the sod until final acceptance.

### 3.8 TURF RENOVATION

- A. Renovate existing turf.
- B. Renovate existing turf damaged by Contractor's operations, such as storage of materials or equipment and movement of vehicles.
1. Reestablish turf where settlement or washouts occur or where minor regrading is required.
  2. Install new planting soil as required.
- C. Remove sod and vegetation from diseased or unsatisfactory turf areas; do not bury in soil.
- D. Remove topsoil containing foreign materials such as oil drippings, fuel spills, stones, gravel, and other construction materials resulting from Contractor's operations, and replace with new planting soil.
- E. Mow, dethatch, core aerate, and rake existing turf.
- F. Remove weeds before seeding. Where weeds are extensive, apply selective herbicides as required. Do not use pre-emergence herbicides.
- G. Remove waste and foreign materials, including weeds, soil cores, grass, vegetation, and turf, and legally dispose of them off Owner's property.
- H. Till stripped, bare, and compacted areas thoroughly to a soil depth of 6 inches.
- I. Apply soil amendments and initial fertilizers required for establishing new turf and mix thoroughly into top 4 inches of existing soil. Install new planting soil to fill low spots and meet finish grades.
- J. Apply seed and protect with straw mulch and sod as required for new turf.

- K. Water newly planted areas and keep moist until new turf is established.

### 3.9 TURF MAINTENANCE

- A. Maintain and establish turf by watering, fertilizing, weeding, mowing, trimming, replanting, and performing other operations as required to establish healthy, viable turf. Roll, regrade, and replant bare or eroded areas and re-mulch to produce a uniformly smooth turf. Provide materials and installation the same as those used in the original installation.
  - 1. Fill in as necessary soil subsidence that may occur because of settling or other processes. Replace materials and turf damaged or lost in areas of subsidence.
  - 2. Apply treatments as required to keep turf and soil free of pests and pathogens or disease. Use integrated pest management practices whenever possible to minimize the use of pesticides and reduce hazards.
  - 3. Water turf with fine spray at a minimum rate of 1 inch per week unless rainfall precipitation is adequate.
- B. Mow turf as soon as top growth is tall enough to cut. Repeat mowing to maintain specified height without cutting more than 1/3 of grass height. Remove no more than 1/3 of grass-leaf growth in initial or subsequent mowings. Do not delay mowing until grass blades bend over and become matted. Do not mow when grass is wet. Schedule initial and subsequent mowings to maintain the following grass height:
  - 1. Mow Bermuda grass to a height of 1 1/2 to 2 inches.
  - 2. Mow Kentucky bluegrass, annual ryegrass and chewings red fescue to a height of 1 1/2 to 2 inches.
  - 3. Mow Fescue to a height of 3 – 3 1/2 inches.

### 3.10 SATISFACTORY TURF

- A. Turf installations shall meet the following criteria as determined by Owner:
  - 1. Satisfactory Turf: All turf must be installed and have been **maintained a minimum of 60 days** prior to acceptance.
  - 2. Satisfactory Seeded Turf: At end of maintenance period, a healthy, uniform, close stand of grass has been established, free of weeds and surface irregularities, with coverage exceeding 90 percent over any 10 sq. ft. and bare spots not exceeding 5 by 5 inches.
  - 3. Satisfactory Sodded Turf: At end of maintenance period, a healthy, **well-rooted**, even-colored, viable turf has been established, free of weeds, open joints, bare areas, and surface irregularities.
- B. Use specified materials to reestablish turf that does not comply with requirements and continue maintenance until turf is satisfactory.

### 3.11 PESTICIDE APPLICATION

- A. Apply pesticides and other chemical products and biological control agents in accordance with requirements of authorities having jurisdiction and manufacturer's written recommendations.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

Coordinate applications with Owner's operations and others in proximity to the Work. Notify Owner before each application is performed.

- B. Post-Emergent Herbicides (Selective and Non-Selective): Apply only as necessary to treat already-germinated weeds and in accordance with manufacturer's written recommendations.

### 3.12 CLEANUP AND PROTECTION

- A. Promptly remove soil and debris created by turf work from paved areas. Clean wheels of vehicles before leaving site to avoid tracking soil onto roads, walks, or other paved areas.
- B. Erect temporary fencing or barricades and warning signs as required to protect newly planted areas from traffic. Maintain fencing and barricades throughout initial maintenance period and remove after plantings are established.
- C. Remove nondegradable erosion-control measures after grass establishment period and approval/release by Owner's Erosion and Sediment Control Inspector.

## PART 4 - INSPECTION AND ACCEPTANCE

### 4.1 LANDSCAPE SUBSTANTIAL COMPLETION

- A. The contractor shall perform all necessary weeding, mowing and trimming, and shall replace sections larger than 1 square foot that are bare or otherwise damaged.
- B. City of Norfolk - Department of Recreation, Parks, and Open Space, Division of Open Space Planning and Development, Division of Open Space Planning and Development's Landscape Architect shall inspect all work and materials for the Landscape Substantial Completion upon written request by the Contractor. The request shall be received at least ten (10) calendar days before the anticipated date of inspection and sent to **City of Norfolk - Department of Recreation, Parks, and Open Space, Division of Open Space Planning and Development, Attention: City Landscape Architect.**
- C. Upon correction and/or replacement of all substandard work and materials by the Contractor, the Owner shall issue a **Project Certificate of Substantial Completion**. The responsibility for obtaining the overall **Project Certificate of Substantial Completion** rests with the Contractor. Progress payments may be withheld unless the Contractor obtains the **Project Certificate of Substantial Completion**.
- D. The work may be accepted in parts when it is deemed to be in the Owner's best interest to do so, and when written approval is given to the Contractor to incrementally complete the work. Acceptance and use of such areas by the Owner shall not waive any of the provisions of this Contract.

### 4.2 LANDSCAPE INSPECTION, GUARANTEE AND REPLACEMENT

- A. Landscape Inspection: Inspection of the work to determine its completion for beginning of the Landscape Guarantee and Maintenance Period will be made by the Owner upon request for such

inspection submitted by the Contractor at least (10) days prior to the anticipated date. ALL SEEDED AREAS MUST BE ALIVE AND HEALTHY.

- B. After inspection, the Owner will notify the Contractor of the date of the beginning of the Landscape Guarantee and Maintenance Period by issuing a notice of Acceptance, or in the event of any deficiencies, of the requirements for beginning the Landscape Guarantee and Maintenance Period.
- C. Landscape Guarantee and Replacement: All seeded areas shall be guaranteed to be alive and healthy as determined by the Owner at the end of Guarantee and Maintenance Period. The Guarantee and Maintenance Period shall extend for a period of one (1) full calendar year from the date of Notice of Acceptance. The Contractor shall replace, in accordance with the drawings and specifications, any area that dies, or in the opinion of the Owner, is in an unhealthy or unsightly condition throughout the Guarantee and Maintenance Period.
- D. Re-seeding shall occur within the planting season following the death or rejection of any previously seeded areas. All costs incurred shall be borne by the Contractor. Seeding procedures shall comply with the requirements specified above. Newly seeded areas shall also be guaranteed to remain alive and healthy for one (1) full calendar year from time of seeding. The Guarantee and Maintenance Period for replacement seed shall begin on the date of re-seeding.
- E. Inspections shall be made at the discretion of the owner during the Guarantee and Maintenance Period to determine that maintenance work is being performed in accordance with the Contract. The Contractor shall accompany the Owner on these inspections.

#### 4.3 FINAL ACCEPTANCE

- A. At the end of the Guarantee and Maintenance Period the City of Norfolk – Department of Recreation, Parks, and Open Space, Division of Open Space Planning and Development’s Landscape Architect shall inspect all guaranteed work for Final Acceptance upon written request of the Contractor. The request shall be received at least ten (10) calendar days before the anticipated date for Final Inspection and sent to City of Norfolk - Department of Recreation, Parks, and Open Space, Division of Open Space Planning and Development, Attention: Landscape Architect.
- B. If the Owner’s inspection reveals that the Contractor has satisfactorily completed the requirements of all the contract documents, the Owner shall issue a Certificate of Final Acceptance.

END OF SECTION 329200

## **SECTION 33 4100 – STORM DRAINAGE**

### **PART 1 - GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. The provisions of the Contract Documents apply to the work of this section.

#### **1.2 SUMMARY**

- A. This section includes the storm sewerage system piping and structures.

#### **1.3 SUBMITTALS**

- A. Product data for:
  - 1. Concrete pipe
  - 2. Frames and covers
  - 3. Grates
- B. Certification, signed by material and contractor, that standard precast and cast in place concrete storm drainage manholes, junction boxes, drop inlets, curb inlets, and endwalls comply with City and/or VDOT standards and specifications.
- C. VDOT approved job mix for bedding stone.
- D. Shop Drawings for:
  - 1. Non-standard precast or cast-in-place storm drainage structures.
- E. Record drawings of installed storm sewerage system.

#### **1.4 QUALITY ASSURANCE**

- A. Environmental Compliance: Comply with applicable portions of local environmental agency regulations pertaining to storm sewer systems.
- B. Utility Compliance: Comply with state and local regulations and standards pertaining to storm sewerage systems.
- C. All materials shall be new and free of defects (i.e. pipe shall not have chipped spigots or bells).

#### **1.5 PROJECT CONDITIONS**

- A. Site Information: Perform site surveys, research public utility records, and verify existing utility locations. Verify that storm sewerage system piping may be installed in compliance with original design and referenced standards.
- B. Locate existing structures and piping to be closed and abandoned.
- C. Existing utilities across or along the line of work are indicated only in an approximate location. Locate all underground lines and structures. Call “Miss Utility” at 1-800-552-7001 prior to construction. If utilities are marked that are not shown on the plans, locate utility vertically and horizontally and provide information to the engineer.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

### 1.6 SEQUENCING AND SCHEDULING

- A. Coordinate with existing storm drainage piping.
- B. Coordinate with other utility work.

## PART 2 – PRODUCTS

### 2.1 GENERAL

- A. All materials used for construction of the storm sewerage system shall comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation Road and Bridge Standards and Road and Bridge Specifications.

### 2.2 PIPE AND FITTINGS

- A. Provide pipe and pipe fitting materials compatible with each other. Pipe materials are indicated on the drawings.
- B. Reinforced Concrete Pipe (RCP): Shall conform to the requirements of ASTM C76/AASHTO M170, Class III, unless otherwise indicated.
- C. O-Ring Gasket Reinforced Concrete Pipe: Shall conform to the requirements of ASTM C76/AASHTO M170, Class III, unless otherwise indicated. Joints shall conform to the requirements of ASTM C443/AASHTO M198.

### 2.3 MANHOLES

- A. Precast Concrete Manholes: Comply with the requirements of the City of Norfolk and/or latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- B. Cast-in-Place Manholes: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- C. Manhole Steps, Safety Slabs and Inlet Shaping: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- D. Manhole Frames and Covers: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.

### 2.4 DROP INLETS

- A. Precast Concrete Drop Inlets: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- B. Cast-in-Place Drop Inlets: Comply with the requirements of the latest edition of the City of Norfolk and/or the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- C. Drop Inlet Steps, Safety Slabs and Inlet Shaping: Comply with the City of Norfolk and/or the requirements of the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- D. Drop Inlet Frames and Grates: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

### 2.5 CURB INLETS

- A. Precast Concrete Curb Inlets: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- B. Cast-in-Place Curb Inlets: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- C. Curb Inlet Steps, Safety Slabs and Inlet Shaping: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- D. Curb Inlet Frames and Covers: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.

### 2.6 JUNCTION BOXES

- A. Precast Concrete Junction Boxes: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- B. Cast-in-Place Junction Boxes: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- C. Junction Box Steps, Safety Slabs and Inlet Shaping: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.
- D. Junction Box Frames, Grates and Covers: Comply with the requirements of the City of Norfolk and/or the latest edition of the Virginia Department of Transportation's Road and Bridge Standards, and Road and Bridge Specifications.

### 2.7 CONCRETE AND REINFORCEMENT

- A. Concrete: Conform to the requirements of VDOT Standard Class A3 concrete.
- B. Reinforcement: Steel conforming to the following:
  - 1. Fabric: ASTM A 185 welded wire fabric, plain.
  - 2. Reinforcement Bars: ASTM A 615, Grade 60, deformed.

### 2.8 END WALLS AND END SECTIONS

- A. End walls: Conform to the requirements of the City of Norfolk and/or the latest edition of the VDOT Road and Bridge Specifications and the VDOT Road and Bridge Standards.
- B. End sections: Conform to the requirements of the City of Norfolk and/or the latest edition of the VDOT Road and Bridge Specifications and the VDOT Road and Bridge Standards for the size of pipe indicated.

## PART 3 – EXECUTION

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

### 3.1 GENERAL

- A. Install the storm sewerage system in accordance with the contract documents and the latest edition of the Virginia Department of Transportation's Road and Bridge Standards and Road and Bridge Specifications.

### 3.2 PREPARATION OF FOUNDATION FOR BURIED STORM SEWERAGE SYSTEMS

- A. Grade trench bottom to provide a smooth, firm, stable, and rock-free foundation, throughout the length of the pipe.
- B. Remove unstable, soft, and unsuitable materials at the surface upon which pipes are to be laid, and backfill with clean sand or pea gravel to indicated level.
- C. Install pipe bedding conforming to the requirements of the contract documents and the latest edition of the Virginia Department of Transportation's Road and Bridge Standards and Road and Bridge Specifications.

### 3.3 PIPE INSTALLATION

- A. Install piping beginning at low point of systems, true to grades and alignment indicated with unbroken continuity of invert. Place bell ends of piping facing upstream. Install gaskets, seals, sleeves, and couplings in accordance with manufacturer's recommendations for use of lubricants, cements, and other installation requirements. Maintain swab or drag in line and pull past each joint as it is completed.
- B. Use proper size increasers, reducers, and couplings, where different size or material of pipes and fittings are connected. Reduction of the size of piping in the direction of flow is prohibited.
- C. Join and install concrete pipe and fittings per VDOT specifications.
- D. Join and install PE pipe and fittings per manufacturer's recommendations.
- E. Join different types of pipe with standard manufactured couplings and fittings intended for that purpose.

### 3.4 MANHOLES

- A. General: Install manholes complete with accessories as indicated. Form continuous concrete or split pipe section channel and benches between inlets and outlet. Set tops of frames and covers flush with finish grade, unless otherwise indicated.
- B. Place precast concrete manhole sections as indicated, and install in accordance with ASTM C 891.
- C. Construct cast-in-place manholes as indicated.
- D. Apply bituminous mastic coating at joints of sections.

### 3.5 DROP INLETS

- A. Construct drop inlets to sizes and shapes indicated.
- B. Set frames and grates to elevations indicated.

### 3.6 CURB INLETS

- A. Construct curb inlets to sizes and shapes indicated.
- B. Set frames and covers to elevations indicated.



## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

### 3.7 JUNCTION BOXES

- A. Construct junction boxes to sizes and shapes indicated.
- B. Set frames, grates and covers to elevations indicated.

### 3.8 INLET SHAPING

- A. Construct inlet shaping conforming to VDOT Standard IS-1 at all drop inlets and manholes.

### 3.9 FIELD QUALITY CONTROL

- A. Cleaning: Clear interior of piping and structures of dirt and other superfluous material as work progresses. Maintain swab or drag in piping and pull past each joint as it is completed.
  - 1. In large, accessible piping, brushes and brooms may be used for cleaning.
  - 2. Place plugs in ends of uncompleted pipe at end of day or whenever work stops.
  - 3. Flush piping between manholes, drop inlets, curb inlets, and junction boxes to remove collected debris. Flush pipes through an approved erosion and sediment control measure.
- B. Interior Inspection: Inspect piping to determine whether line displacement or other damage has occurred.
  - 1. Make inspections after pipe between manholes and manhole locations has been installed and approximately 2 feet of backfill is in place, and again at completion of project.
  - 2. If inspection indicates poor alignment, debris, displaced pipe, infiltration, or other defects correct such defects and re-inspect.

END OF SECTION 33 4100

## SECTION 801 - WATER DISTRIBUTION SYSTEMS

### PART 1. - GENERAL

#### 1.1. DESCRIPTION OF WORK

The Contractor shall furnish all labor, supervision, material (except as herein provided), tools, equipment, supplies, and services; and, shall perform all Work necessary for the construction of water distribution systems less than or equal to 16-inch in diameter. The water distribution systems shall be constructed in accordance with the Contract Documents and the applicable laws, rules, ordinances, standards, and regulatory agencies.

#### 1.2. SUBMITTALS

Submittals shall be made by the Contractor in accordance with the procedures set forth in Section 105 and as described below:

- A. Submit each manufacturer's and/or supplier's certification attesting that the pipe, pipe fittings, joints, joint gaskets, valves, and appurtenances meet or exceed the specified requirement. The following information is to be shown on each certificate:
  - 1. Name and location of the work
  - 2. Name and address of Contractor
  - 3. Quantity and date or dates of shipment and/or delivery to which the certificate applies
  - 4. Name of the manufacturing or fabricating company
- B. Certification shall be in the form of a letter or company-standard form containing all required data and signed by an officer of the manufacturing, fabricating, or supplying company.

If requested by the Owner, all laboratory test reports shall be provided at no additional cost and shall show the following information:

  - 1. Date or dates of testing
  - 2. The specified requirements for which testing was performed
  - 3. Results of the test or tests
- C. Manufacturer's catalog cuts, technical data, operation and maintenance data, and/or Shop Drawings are required for the following water distribution system components (Shop Drawings shall be drawn to a scale sufficiently large to show all pertinent aspects of the item and its method of connection to the work):
  - 1. Pipe
  - 2. Valves
  - 3. Valve Boxes
  - 4. Fittings, Sleeves, and Couplings
  - 5. Hydrants
  - 6. Pipe Restraints
  - 7. Tapping Sleeves
  - 8. Corporation Stops
  - 9. Meter Boxes and Meter Setters, when required.
  - 10. Meter and Valve Vaults
  - 11. Gauges

12. Tracer Wire and Marking Tape

D. Flushing, testing and disinfection procedures

In those cases where the installation or procedure proposed is not detailed on the Drawings or in the Special Provisions or a significant modification is required; the Contractor shall submit procedures and equipment to be used for the pressure testing (including methods of temporary joint restraint), leakage testing, and disinfection testing.

PART II - EXECUTION

2.1. GENERAL

- A. The Contractor shall furnish and install a complete piping system as shown on the Drawings and in accordance with the Contract Documents
- B. The Owner reserves the right to reject defective material shipped to and/or stored on site, and to examine the same to determine if damage has occurred prior to installation.
- C. The Contractor shall unload, handle, and store pipe and appurtenances in accordance with Section 200 and ANSI/AWWA C600 and AWWA C605.
- D. Proper implements, tools and facilities satisfactory to the Owner and as recommended by the material manufacturer shall be provided and used by the Contractor for the safe and convenient execution of the Work. All pipe, valves, fittings, hydrants and accessories shall be carefully lowered into the trench in such a manner as to prevent damage to the water main materials and any protective coatings and linings.
- E. Provide Cut Sheets for all bends, tees, valves, fire hydrants, and 50 ft. stations.

2.2. PIPE INSTALLATION

- A. Cleaning: All lumps, blisters and excess coatings shall be removed from the bell and plain ends of each pipe. The outside of the plain end and the inside of the bell shall be cleaned and dried, and shall be free from dirt, sand, grit, or any foreign materials before the pipe is installed.
- B. Trenching, bedding, backfilling and compaction shall be in accordance with Section 303.2.2.
- C. Pipe Laying:
  - 1. Pipe shall be laid to a true, uniform line and grade. High points, other than those indicated on the Drawings where an air vent assembly is to be placed, shall be avoided.
  - 2. Pipe laying shall be in accordance with the manufacturer's recommendations. Pipe laying shall proceed, bells ahead. Each section of pipe shall be laid to form a close concentric joint with the adjoining section and to prevent sudden offsets in the flow line. Each section of pipe, as it is laid, shall be backfilled as specified in the Contract Documents, at least up to the centerline, before the next joint is made.
  - 3. As the Work progresses, the interior of the pipe shall be cleared of dirt and superfluous material.
  - 4. Trenches and other excavations shall be kept free of water until backfilled. Concrete or masonry Work shall not be constructed in water, nor shall water be allowed to rise over the Work until concrete or mortar has had ample time to set.
  - 5. When Work is not in progress, open ends of pipe and fittings shall be closed, to the satisfaction of the Owner, so that trench water, earth, and other substances will not

enter the pipe or fittings.

6. Whenever a pipe requires cutting for the insertion of valves, fittings, closure pieces, or to bring it to the required location, the Work shall be performed in a satisfactory manner so as to leave a beveled end in accordance with the manufacturer's instructions or recommendations. Cuts shall be made at 90 degrees with the centerline of the pipe so that a framing square placed against the side of the pipe will reveal not more than 1/4-inch variation across the diameter of the pipe in any direction. The pipe shall be cut with an abrasive wheel, rotary wheel cutter, guillotine pipe saw, milling wheel saw or other equipment specifically designed for that purpose. The Contractor shall grind smooth cut ends and rough edges and for push-on connections, the cut ends should be beveled slightly. Pipe damaged by the Contractor in cutting shall be replaced at the Contractor's expense
7. Laying of the pipe shall commence immediately after the excavation is started, and every means must be used to keep pipe laying closely behind the trenching. No more than 100 feet of trench may be open ahead of the pipe laying operation, unless otherwise specified. Holes shall be scooped out where the bells occur leaving the entire barrel of the pipe bearing on the pipe bed.
8. Pipe joint assembly practices and joint assembly materials such as lubricants, primers and adhesives shall be in accordance with the manufacturer's recommendations and specifications, and in accordance with ANSI/AWWA C111.
9. Pipe shall not be laid on frozen bedding.

D. Alignment and Grade:

1. The Contractor shall not deviate from the line and grade indicated on the Drawings, except with approval of the Owner.
2. Where it is necessary to deflect pipelines to avoid obstructions, the amount of deflection shall not exceed 1/2 of that recommended by the manufacturer of the pipe. Where necessary to maintain the required line, short sections of pipe and fittings shall be provided.
3. The Contractor shall investigate the proposed location of the main far enough in advance of the Work to determine where conflicts will occur and to determine joint deflections necessary to clear any obstructions.

E. Polyethylene Encasement:

1. Pipe shall be encased with polyethylene where specified on the Drawings
2. In the event that corrosive soils (as defined by Appendix "A" of ANSI/AWWA C105/A21.5) are encountered during excavation (and have not been identified as such on the Drawings), the Owner may direct that all, or a portion, of the pipeline be encased.
3. Materials and methods of installation shall be in accordance with ANSI AWWA C105; Method A, B, or C may be used unless otherwise specified on the Drawings. Polyethylene shall be at least 8 mils thick and shall conform to the requirements of ANSI/AWWA C105/A21.5.

F. Tracer Wire:

All underground non-metallic pipe pressure systems shall be installed with continuous, tracer wire, conforming to Section 200, Directly on top of the pipe secure by placing acceptable Fill Material by hand to the piping system with plastic strapping. The wire shall terminate above ground at every valve box, and air vent assembly. The wire shall be of sufficient length to allow the wire to be uncoiled and extended one (1) foot above the finished grade. The tracer wire installation will be considered complete and acceptable for service when

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the Owner can trace the wire using the locating equipment. Any breaks shall be repaired by the Contractor prior to project acceptance.

### G. Subsurface Utility Tape:

. All non-metallic water mains shall be identified by a subsurface non-metallic utility warning tape place at an elevation of 12" above the copper tracer wire or as directed by the owner, conforming to Section 200.

## 2.3. VALVE INSTALLATION

- A. Prior to installation, the Owner shall inspect valves for direction of openings, (all water valves open right) freedom of operation, tightness of pressure containing bolting, cleanliness of valve ports and especially seating surfaces, handling damage and cracks. Valves found not opening to the right, or determined to be defective by the Owner shall be rejected, remove from the site, and replaced by the Contractor at no additional cost to the Owner. The Contractor shall operate all valves greater than 3-inches once prior to installation to determine the number of rotations of the operating nut; this number of rotations shall be recorded on the record drawings.
- B. The Contractor shall set and join valves to pipe in accordance with the manufacturer's requirements for the type and class of valve and pipe.
- C. The valve box shall be centered and set plumb with the top of the box neatly to final grade, unless otherwise directed by the Owner. Shock and stress shall not be transferred from the box to the valve.
- D. The top of the operating nut shall be no more than 36-inches below the rim of the valve box (as measured from final grade). The Contractor shall install an approved valve stem extension device where necessary to comply with this requirement.
- E. Valves shall be set vertical and embedded in accordance with the Standard Details, unless otherwise indicated.

## 2.4. HYDRANT INSTALLATION

- A. Hydrants shall be installed as indicated in the Drawings and Standard Details.
- B. The hydrant shall be plumb with the pumper nozzle facing the curb (or roadway). Nozzles shall be set a minimum of 18 to 24-inches above the finished grade to the centerline of the nozzle, unless otherwise directed by the Owner.
- C. Newly installed fire hydrants not yet in service shall be covered with a bag (or other Owner approved system), securely tied in place indicating that the hydrant is not usable.
- D. Fire hydrants shall not be installed on water mains less than 6-inches in diameter.

## 2.5. APPURTENANT INSTALLATION

All appurtenances (fittings, air vent assemblies, blow-offs, meter settings) shall be installed in accordance with the manufacturer's recommendations and as indicated on the Drawings and Standard Details.

## 2.6. RESTRAINT

- A. Fittings, valves, pipe joints and hydrants shall be restrained as indicated on the Drawings and in accordance with Section 200. Alternate methods of thrust restraint other than those specified herein may be used only with the written approval of the Owner.
- B. Concrete and reinforcing shall be in accordance with Section 200. Blocking shall be placed between undisturbed earth and the fitting to be restrained. The blocking shall be in accordance with the Drawings and Standard Details, oriented to contain the resultant thrust force and to leave the fitting joints accessible.
- C. All exposed piping, flanges, couplings, nuts and bolts shall receive a minimum of two coats of

an approved protective coating or as directed by the Owner.

2.7. CONNECTIONS TO EXISTING MAINS

- A. The Owner's personnel shall operate all existing system valves unless otherwise indicated. The Owner shall make every effort to have a complete shut down. Failure by the Owner to achieve a complete shut down shall not entitle the Contractor to any additional compensation.
- B. All connections to be installed shall be scheduled with the approval of the Owner and request for permission shall be filed in writing a minimum of 48 hours (2 working days) prior to the time of the proposed connection.
- C. Taps shall be sized based on manufacturer's recommendations, but in no case shall the taps be of equal or larger size than the main.
- D. Careful attention shall be given to the depth of new pipelines at points where tie-ins to existing mains are to be made. The existing main shall be uncovered in the presence of the Owner and the new pipeline set to proper elevation to provide for a perpendicular and level tie-in.
- E. The allowable duration of the water service interruption shall be approved by the Owner prior to the execution of the Work. Restoration of service due to the Contractor taking too much time to complete the connection or the Contractor's lack of proper equipment, personnel, or materials, shall not entitle the Contractor to any claim for additional time or compensation.
- F. The Contractor shall be responsible for ascertaining the exact location, depth, and joint pattern of existing mains prior to making connections. Prior to cutting into any water mains the Contractor shall have on site all required fittings, pipe, tools, personnel and equipment, and shall satisfy the Owner through field measurements, that his fittings will properly join the existing line. Obstructions within the tie-in length may require special offsets by the Contractor.
  - 1. Other than as specified herein or in the Special Provisions, all materials shall be installed in accordance with the manufacturer's recommendations including, but not limited to alignment, torque requirements, and tolerances.
  - 2. All materials shall be thoroughly disinfected prior to installation, including the tapping machine.
  - 3. Connections shall only be made in the presence of the Owner.
  - 4. Tie-ins to existing mains shall only be performed after the new main has been satisfactorily pressure tested and chlorinated. The contractor may not tie-in the new main to the existing main until after the results of the bacteriological tests have been completed and approved by the owner.
- G. Tapping Existing Mains Under Pressure:
  - 1. Tapping sleeves and valves shall be utilized for connecting to existing mains where indicated on the Drawings.
  - 2. It shall be the Contractor's responsibility to determine the actual outside diameter of the existing main at the location of the proposed tap in order that the tapping sleeve or couplings to be provided can be properly installed.
  - 5. In addition to pressure testing of newly installed pipelines in accordance with Paragraph 2.8 of this Section, the Contractor shall test each tapping sleeve and valve assembly prior to making the tap. Water shall be injected into the body of the sleeve, to a pressure of 150 psig, through the test plugs. If test plugs are not provided in the sleeve, a tapped mechanical joint plug shall be assembled to the valve for testing purposes. Pressure shall be maintained for one (1) hour period

without evidence of leakage. Upon obtaining a satisfactory test (which shall be witnessed by the Owner), the tapping operation may commence.

7. Only taps of size equal to the diameter of the branch are acceptable unless otherwise directed by the Owner. Upon completion of the tap the Contractor shall save the pipe coupon to show the Owner.

H. Sleeve-In of Straight Pipe:

1. Sleeve-in connections shall be as indicated on the Drawings.
2. Upon completion of the tie-in the connected pipelines shall be thoroughly flushed to remove heavily chlorinated water, assure clarity and air removal. One sample for bacteriological examination shall be collected by the Contractor from the point of discharge of the flushing water.

I. Offsets to Existing Water Main:

1. The Contractor shall comply with the above procedures for connections to existing mains.
2. Prior to performing an offset or cut-in, a trial shutdown will be performed to determine the working conditions to be encountered when the Work is performed.
3. All bends, valves, sleeves, pipe, and fittings shall be fully restrained with retainer glands.
4. The Contractor shall perform cut-in or offset Work at night, unless otherwise indicated. Under most circumstances the hours of operation will be from 12:00 midnight to 6:00 A.M. The excavation for the Work shall be completed no later than 3:30 P.M. on the day the offset or cut-in is to begin to allow for inspection by the Owner.
5. Offsets will not be subjected to pressure testing unless specified on the Drawings. After installation and connection to the existing mains, the offset shall be placed in service and left uncovered for visual inspection for at least 2 hours. Visible leaks shall be repaired to the satisfaction of the Owner prior to acceptance of the offset.
6. The materials to be installed and the tools to be used shall be assembled and ready for inspection no later than 3:30 P.M. on the day installation of the Work is to commence. The inside of all water system pipe and fittings to be installed shall be cleaned and swabbed with a chlorine solution of 50 mg/l and ends of lines capped until the time of installation. All visible dirt and foreign materials shall be removed from the interior of the pipe and fittings. Immediately prior to installation of the assembly, the pipe and fittings shall again be swabbed with 50 mg/l chlorine solution. The Contractor shall review in detail his plan of operation with the Owner at the time the excavation and pipe Work are inspected for readiness.
7. Excavation around the existing pipe shall be sufficient to allow the Work to be performed without requiring additional excavation during installation of the offset or cut-in. Excavation shall be of sufficient depth to accommodate a minimum of 8-inches uniform depth of VDOT #57 stone, which shall be placed by the Contractor over the entire bottom of the excavation. In addition there shall be a minimum of 12-inches clearance between the bottom of the pipe and the top of the VDOT #57 stone.
8. The Contractor shall clean and mark the locations on the existing pipe where the pipe cuts are to be made by 3:30 P.M. on the day the offset or cut-in is to be installed. The Contractor shall measure the outside diameter of the pipe to be cut-in to be sure the proposed pipe and fittings are compatible with the existing pipe to be cut. All measurements shall be double checked in the presence of the Owner just prior to cutting of the existing pipe.
9. All spoil material not used as backfill shall be removed the same day as excavated.

Approved suitable material to be used as backfill shall be stockpiled in the vicinity of the excavation.

10. The Contractor shall have sufficient crews and equipment on hand to perform the Work for each offset. All equipment to be used during the Work, including pump, backup pump, backhoe, at least two pipe saws, fuel, tools, generators, light towers, and similar equipment shall be test run and determined to be in proper running order prior to cutting of the existing pipe. If the Contractor fails to provide adequate equipment in proper running order, the Owner will cancel the Work and the Contractor shall request rescheduling when the deficiencies have been corrected.
11. The Contractor shall have on hand at the site of the cut-in or offset two full circle stainless steel repair clamps and two DIMJ plugs or caps as necessary for each size of pipe to be cut. If plugs or caps are used, appropriate thrust restraint shall be provided by the Contractor.
12. After a cut-in or an offset has begun, the Contractor shall make continuous progress toward restoring the water line to full service. The Contractor shall maintain sufficient crews, equipment, and supplies and shall not leave the work site until the water main Work has been completed and restored to complete operation. The Contractor shall direct his pump discharge in such a manner as to insure drainage away from the excavation so it will not flood streets or adjacent private property.
13. When weather forecasts call for freezing temperatures the night of the cut-in or offset, the Contractor shall have on site sufficient coarse granular sand to spread over all paved areas, sidewalks, and bike paths wetted by the discharge of his pumps and any areas wetted from hydrants flushed to remove air and sediment from the system. During freezing weather, the Contractor shall minimize wetting of paved areas, sidewalks, and bike paths.
14. When bends are used in offsetting around obstructions, a 1-inch corporation stop shall be installed on each side of the offset to provide air release.

## 2.8. TESTING AND INSPECTION

### A. General:

1. All flushing, pressure testing and disinfection procedures shall conform to this Section and the applicable sections of the Virginia Department of Health Waterworks Regulations.
2. The Contractor shall provide the Owner at least 48 hours notice prior to scheduled testing and inspection.
3. Only properly functioning and clean equipment shall be used for flushing, pressure testing and disinfecting water mains.
4. Valves in the existing water system shall be operated only by or in the presence of the Owner.
5. See the Special Provisions for potential testing modifications, if any, for the specific locality.

### B. Pressure Test:

1. New water mains shall be pressure tested in accordance with ANSI AWWA C600-Section 5.2, except as herein provided. Water mains shall be filled with clean water and subjected to a pressure of 150 psig, measured at the highest point along the test section. The pressure test shall be of at least two hour duration and any damaged or defective pipe, fittings, valves, or hydrants that are discovered during the pressure test shall be replaced by the Contractor and retested. The Contractor shall furnish all necessary equipment, materials and labor for making the tests as specified. Before applying the specified test pressure, air shall be expelled completely from the



pipe, valves, and hydrants. Hydrants shall be tested with the main line.

2. The Contractor shall test the line prior to contacting the Owner for the formal pressure test.
3. Water for the pressure test shall be obtained through a fully valved manifold, with an approved backflow preventor, as indicated in the Standard Details.
4. The Contractor shall furnish all pumps, fittings, and gauges as necessary to fill the line with potable water, dispel air from the system, and pressurize the pipeline for the tests.
5. The Owner reserves the right to test gauges to determine their accuracy.
6. The Contractor shall coordinate arrangements for water to be used for the pressure testing with the Owner.
7. The test pressure shall be maintained at the pressure stated in the project specifications throughout the duration of the test period. The water used to maintain the test pressure shall be measured and shall be less than the allowable leakage in order for the main to have passed the test.
8. Testing allowance shall be defined as the quantity of makeup water that must be supplied into the newly laid pipe or any valved section thereof to maintain pressure within 5 psi of the specified test pressure after the pipe has been filled with water and the air has been expelled. Testing allowance shall not be measured by a drop in pressure. No pipe installation will be accepted if the amount of makeup water is greater than that determined by the allowable leakage formula, in Section 2.8.C, or as specified in the Special Provisions.
9. The Contractor shall provide all necessary temporary restraint and support for testing apparatus during testing at no additional cost to the Owner.
10. The Contractor will be responsible for providing proper safety measures during pressure testing operations.

C. Leakage Test:

- 1 The leakage test shall be conducted concurrently with the pressure test. New water mains shall be tested for leakage in accordance with AWWA Standard C600-Section 5.2. Allowable leakage shall not exceed ANSUAWWA C 600. No pipe installations will be accepted if the leakage is greater than the values determined as follows:

The allowable leakage value shall be determined using the equation below, or Table 801-1:

$$L = \frac{SD(P)^{1/2}}{148,000}$$

where:

L = Allowable leakage, in gallons/hr.

S = Length of pipe tested, in feet

D = Nominal diameter of the pipe, in inches

(P)<sup>1/2</sup> = Square Root of average test pressure during leakage test, in psig

TABLE 801-1

Leakage Testing Allowance per 1,000 feet of Pipeline (Gallons per Hour)  
(Based on AWWA C600, Table 5A)

Avg, Test Pressure (psi)	Nominal Pipe Diameter, Inches							
	3	4	6	8	10	12	14	16
250	0.32	0.43	0.64	0.85	1.07	1.28	1.5	1.71
225	0.30	0.41	0.61	0.81	1.01	1.22	1.42	1.62
200	0.29	0.38	0.57	0.76	0.96	1.15	1.34	1.42
175	0.27	0.36	0.54	0.72	0.89	1.07	1.25	1.43
150	0.25	-0.33	0.50	0.66	0.83	0.99	1.16	1.32

2. The Contractor shall, at its expense, locate and repair any defective material or workmanship until the excess leakage is reduced below the allowable limits.
3. If a water main or section fails to meet the specified test requirements or has to be repaired, it shall be retested at no additional cost to the Owner.

D. Disinfection:

New, relocated, or repaired water mains shall be disinfected in accordance with AWWA Standard C 651, latest revision. The disinfection procedure shall be carried out after completion of construction and immediately before the mains are placed into service. During construction, precautions shall be taken to protect pipe interiors, fittings, and valves against contamination. Cleaning and swabbing of the interior of the pipe may be required if contamination cannot be removed by ordinary flushing and disinfection procedures. The cleaning and swabbing shall be performed with a 5% hypochlorite disinfecting solution, or other disinfecting agent as approved by the Owner. The Contractor shall be responsible for properly treating the discharge during disinfection, testing, and flushing activities.

1. Preliminary Flushing:
  - a. Water lines shall be flushed every 2,000 feet unless the Owner gives the Contractor written permission for flushing longer lengths of pipeline due to drainage considerations. No more than 4,000 feet of pipeline shall be flushed at any one time, under any circumstances.
  - b. All water mains shall be flushed with potable water prior to disinfection. The flushing velocity shall not be less than 2.5 feet per second (FPS) No site for flushing shall be used unless adequate and satisfactory drainage is present, available and operational. It shall be noted that under no circumstances will preliminary flushing be considered a substitute for preventive measures taken before and during water main construction to minimize contamination. Estimated flow rates to achieve the required 2.5 FPS are as follows:

TABLE 801-2

Minimum Flushing Rate (FR) to Achieve 2.5 FPS

Pipe (in.)	Diameter	Flow (GPM)
6		220
8		390
10		610
12		880
16		1565

2. Disinfection Solution:

Acceptable disinfecting solutions shall include chlorine in a liquid form, in calcium hypochlorite granules or in sodium hypochlorite solutions. All hypochlorite shall conform to AWWA Standard B 300, latest revision.

- a. The chlorine concentration in the newly installed main shall be introduced between 50-ppm and 100-ppm of available chlorine. The chlorinated water shall be retained in the main for at least 24 hours during which time all valves and appurtenances in the section treated shall be operated in order to disinfect the appurtenances. At the end of this 24-hour period, the treated water shall contain no less than 10-ppm chlorine throughout the length of the main. The procedure for the introduction of disinfecting solutions shall be in accordance with the Standard Details, or as directed by the Owner.
- b. In water distribution systems using chloramines as the disinfectant, water from the distribution system no longer has a free chlorine residual, but instead has a combined chlorine residual. The combined chlorine will exert a free chlorine demand of approximately 5 ppm. Thus, the make-up water (if supplied from the water distribution system) will neutralize approximately 5 ppm of free chlorine. This 5 ppm free chlorine demand must be taken into account in determining the amount of chlorine necessary to achieve a 50 ppm free chlorine residual.

3. Final Flushing:

After the retention period, the heavily chlorinated water shall be flushed from the main until the chlorine concentration in the water leaving the main is no higher than that generally prevailing in the existing system or less than 1 ppm. In water distribution systems using chloramines as the disinfectant, the heavily chlorinated water shall be flushed until all traces of free chlorine are absent (i.e. free chlorine residual = 0.0 ppm). The flushing shall be conducted in the presence of and only with the approval of the Owner.

4. Point of Discharge:

The Contractor shall discharge the chlorine solution from the water main through available outlets, or through taps in the main installed at the Contractor's expense. The environment to which the chlorinated water is to be discharged shall be inspected by the Contractor. If there is any question that the chlorinated discharge will cause damage to the environment, then a reducing agent shall be applied to the water as it is wasted to thoroughly and completely neutralize the chlorine residual in the water. (See Table 801-3, Amount of Agent Required to Neutralize Various Residual Chlorine Concentrations.) Where necessary, federal, state, and local regulatory agencies should be contacted by the Contractor to determine

special provisions for the disposal of heavily chlorinated water.

TABLE 801-3

Amount of Agent Required to Neutralize Various Residual Chlorine Concentrations for 100,000 Gallons of Water

Residual Chlorine ppm	Sulfur Dioxide (SO <sub>2</sub> )	Sodium Biosulfate	Sodium Sulfite	Sodium Thiosulfate
1	0.8	1.2	1.4	1.2
2	1.7	2.5	2.9	2.4
10	8.3	12.5	14.6	12
50	41.7	62.6	73	60

To estimate the minimum flushing time and the amount of neutralizing agent needed, use the following, where:

L = length of pipe being chlorinated, feet

t = estimated minimum flushing time, seconds

FR = flow rate, from Table 801-2, as function of pipe diameter, GPM

V = flushing discharge volume, gallons

N = estimated amount of neutralizing agent as function of concentration, from Table 801-3, pounds

1. Determine the estimated minimum flushing time, t, in seconds:

$$t = L/2.5$$

2. Determine the estimated minimum flushing discharge, V, in gallons:

$$V = \frac{t + 300 \times FR}{60}$$

3. Determine the estimated amount of neutralizing agent, N, in pounds:

$$N = \frac{V}{100,000} \times (\text{Table 801-3 value for given residual chlorine and type of neutralizing agent})$$

5. Bacteriological Tests:

After final flushing and before the water main is placed in service, the Contractor shall collect samples and have the samples tested for bacteriological quality by a State Health Department approved laboratory. The samples shall be collected in sterile containers. At least two consecutive satisfactory bacteriological samples shall be taken from sections not exceeding 2,000 feet in length at 24-hour intervals. Chlorine residual measurements shall be taken and recorded at the time each sample is collected.

6. Re-disinfection:

If the initial disinfection produces positive results for coliform, the main shall be re-

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flushed and the sampling procedure repeated. If these samples are positive for coliform, then the main shall be re-chlorinated and the sampling procedure repeated.

7. **Supervision:**

The disinfection and testing procedure shall be carried out by the Contractor under the supervision of the Owner. Water mains shall be placed in service only after final approval has been issued by the Owner contingent upon test results.

END OF SECTION 801

## SECTION 802 - SANITARY GRAVITY SEWER SYSTEMS

### PART 1. - GENERAL

#### 1.1. DESCRIPTION OF WORK

The Contractor shall furnish all labor, supervision, material (except as herein provided), tools, equipment, supplies, and services; and, shall perform all Work necessary for the construction of gravity sanitary sewer systems up to 18-inch in diameter. The gravity sanitary sewer systems shall be constructed in accordance with the Contract Documents and the applicable laws, rules, ordinances, standards, and specifications of regulatory agencies.

#### 1.2. SUBMITTALS

Submittals shall be made by the Contractor in accordance with the procedures set forth in Section 105 and as described below:

- A. Provide a construction schedule for approval that includes the sequence of installation of casings, pipelines and manholes. Provide a laying schedule (on the Drawings) that show necessary deviations from the Drawings due to specific utility conflicts discovered during required exploratory excavations.
- B. Submit each manufacturer's and/or supplier's certification(s) attesting that the pipe, gaskets, manholes, castings, and appurtenances meet or exceed the specified requirement. The following information is to be shown on each certificate:
  - 1. Name and location of the work
  - 2. Name and address of Contractor
  - 3. Quantity and date or dates of shipment and/or delivery to which the certificate applies.
  - 4. Name of the manufacturing or fabricating company.
  - 5. Type B manhole coatings shall be warranted for materials and workmanship for a minimum of 5 years.
- C. Certification shall be in the form of a letter or company-standard form containing all required data and signed by an officer of the manufacturing, fabricating, or supplying company.

If requested by the Owner, all laboratory test reports shall be provided at no additional cost showing the following information:

  - 1. Date or dates of testing
  - 2. The specified requirements for which testing was performed.
  - 3. Name and location of the testing agency.
  - 4. Results of the test or tests.
- D. Manufacturer's catalog cuts, technical data, operation and maintenance data, and/or shop drawings are required for the following gravity sewer system components (shop drawings shall be drawn to a scale sufficiently large to show all pertinent aspects of the item and its method of connection to the Work):
  - 1. Pipe and fittings
  - 2. Manholes
  - 3. Frame and Covers
  - 4. Clean-outs
  - 5. Steps (where required)

6. Manhole Connections
- E. Manhole Coatings:
1. Manufacturer's submittals:
    - a. Material Safety Data Sheets (MSDS) for each product used.
    - b. Manufacturer's requirements, including application procedures, shall be in writing.
    - c. Storage requirements including temperature, humidity, and ventilation for coating materials.
    - d. Recommended concrete surface profile (CSP) values, including methods for obtaining the required profile; proposed methods for maintaining all environmental controls and for containing, collecting, and disposing of residuals.
    - e. Manufacturer's certification that materials comply with Federal, State, and Local regulations for VOC (Volatile Organic Compounds).
    - f. Letter(s) with associated product data signed by Manufacturer certifying that submitted products are suitable for application on the surfaces to be coated and for the service conditions.
    - g. Certification that Applicator personnel have been trained and approved in the handling, mixing and application of the products to be used.
    - h. Certification that the equipment to be used for applying the products has been approved and calibrated and Applicator personnel have been trained and certified for proper use of the equipment.
  2. Applicator Requirements:
    - a. Two (2) years experience and five (5) recent references of projects of similar size and scope.
    - b. Applicator shall initiate and enforce quality control procedures consistent with applicable ASTM, NACE, ICRI and SSPC standards and the protective coating manufacturer's recommendations.
    - c. Applicator shall conform with all local, state and federal regulations including those set forth by OSHA, RCRA and the EPA and any other applicable authorities.
  3. Prior to substantial completion, the Contractor shall provide to the Owner "Manhole/Structure Protective Coating Post Installation Certification" form (see Section 109) completed by the Applicator and coatings manufacturer which includes the following information:
    - a. All manhole and structures were coated in conformance with the coating manufacturer's recommendations.
    - b. The value of the concrete surface profile of the manhole/structure complied with the coating manufacturer's CSP recommendations.
    - c. Ambient conditions, including temperature and humidity.
    - d. The concrete surface was clean and free of all deleterious materials.
    - e. The concrete moisture levels at the time of coating applications were within acceptable levels as recommended by the coating manufacturer.
    - f. Average and minimum dry film thickness of the coating.

- g. Recoat intervals.

## PART 2 - EXECUTION

### 2.1. GENERAL

- A. The Contractor shall furnish and install a complete system as shown on the Drawings and in accordance with the Contract Documents. Pipe shall be laid true to lines and grades except as authorized by the Owner.
- B. The Owner reserves the right to reject defective material shipped to and/or stored on site, and to examine pipe and determine if the pipe is damaged prior to installation.
- C. The Contractor shall unload, handle, and store pipe and appurtenances in accordance with Section 200 of these Standards and the manufacturer's recommendations.
- D. Proper tools and facilities satisfactory to the Owner and as recommended by the material manufacturer shall be provided and used by the Contractor for the safe and convenient prosecution of the Work. All pipe, fittings, manhole sections, frame and covers, and accessories shall be carefully lowered into the trench piece by piece by means of a derrick, ropes, slings, or other suitable tools or equipment in such a manner as to prevent damage to the material and any protective coatings and linings.
- E. Provide cut sheets for all manholes, 100 ft. stations and end-of-line cleanouts.
- F. All Services which are reconnected to the replaced sewer main shall be shown on the "As Built" drawing with the exact distance from the nearest manhole and with the details of the method of reconnection.

### 2.2. PIPE INSTALLATION

- A. Cleaning: All lumps, blisters and excess coatings shall be removed from the bell and plain ends of each pipe, and the outside of the plain end and the inside of the bell shall be cleaned, dry, and be free from oil, grease, dirt, sand, grit, or any foreign materials before the pipe is installed.
- B. Trenching, bedding, backfilling and compaction shall be in accordance with Section 303.
- C. Pipe Laying:
  - 1. Pipe shall be laid to a true, uniform line and grade. The pipe shall be installed on a straight line between manholes (or to a clean-out box), without dips or bends. Laying of pipe shall be accomplished only after the trench has been dewatered and the foundation and/or bedding has been prepared in accordance with the Standard Details for the type and class of foundation or bedding specified.
  - 2. Pipe laying shall be in accordance with the manufacturer's recommendations. Pipe laying shall proceed upgrade, bells ahead. Each section of pipe shall be laid to form a close concentric joint with the adjoining section and to prevent sudden offsets in the flow line. Each section of pipe, as it is laid, shall be backfilled as specified in the Contract Documents, at least up to the centerline to adequately hold the pipe in place, before the next joint is made.
  - 3. A laser shall be used to maintain line and grade. A ventilating fan may be required to be used in conjunction with the laser beam to preclude fumes or air conditions that may cause refraction. A copy of the certification of the laser calibration shall be provided for each separate job prior to the beginning of pipe installation.
  - 4. As the Work progresses, the interior of the pipe shall be cleared of dirt and superfluous material. If a swab is in the pipe for cleaning, the grade shall be checked and recorded for each joint of pipe.



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5. Trenches and other excavations shall be kept free of water until backfilled. Concrete or masonry Work shall not be constructed in water, nor shall water be allowed to rise over the Work until concrete or mortar has had ample time to set.
6. When work is not in progress, open ends of pipe and fittings shall be closed by the use of a temporary bulkhead, so that trench water, earth, and other substances will not enter the pipe or fittings.
7. Whenever a pipe requires cutting to bring it to the required location, the Work shall be performed in a satisfactory manner so as to leave a beveled end in accordance with the manufacturer's instructions or recommendations. Cuts shall be made at 90 degrees with the centerline of the pipe so that a framing square placed against the side of the pipe will reveal not more than 1/4-inch variation across the diameter of the pipe in any direction. The pipe shall be cut with an abrasive wheel, rotary wheel cutter, guillotine pipe saw, milling wheel saw or other equipment specifically designed for that purpose. The Contractor shall grind smooth cut ends and rough edges and for push-on connections; the cut ends should be beveled slightly. Pipe damaged by the Contractor in cutting shall be replaced at the Contractor's expense.
8. Laying of the pipe shall commence immediately after the excavation is started, and every means must be used to keep pipe laying closely behind the trenching. Holes shall be scooped out where the bells occur leaving the entire barrel of the pipe bearing on the pipe bed. No more than 100 feet of trench shall be open in advance of pipe laying, unless approved by the Owner. The excavation of the trench shall be fully completed a sufficient distance in advance of the laying of the pipe.
9. Pipe joint assembly practices and joint assembly materials such as lubricants, primers and adhesives shall be in accordance with the manufacturer's recommendations and specifications.
10. Pipe shall not be laid on frozen bedding.

### D. Alignment and Grade:

1. The Contractor shall not deviate from the line and grade indicated on the approved laying schedule, except with approval of the Owner.

## 2.3. MANHOLE INSTALLATION

- A. Prior to installation, the Owner shall inspect manholes for direction and sizes of openings, cleanliness, joints, and handling damage and cracks. Manholes determined to be defective by the Owner shall be replaced by the Contractor.
- B. Manholes shall be constructed promptly as the sections of the sewer between them are completed. Lift holes shall be plugged from the outside with non-shrink grout and coated to match surfaces of manholes.. The plug shall be completely coated on the exterior with the coating specified for the exterior of the manhole.
- C. The Contractor shall join pipe to the manhole in accordance with the Drawings, Standard Details, and the manufacturer's requirements. Pipe stubs shall extend beyond the manhole as indicated on the Drawings and shall be sealed with a watertight plug or cap.
- D. Manhole bedding shall be as specified in the Standard Details. Concrete for manhole foundations shall be in accordance with the Standard Details and as specified under Section 502
- E. The top of all manholes shall be brought to proper grade for receiving frames and covers.

- F. The manhole frame rim shall be free of all dirt and debris prior to the installation of the manhole insert. The insert shall be fully seated around the manhole frame rim to insure against water seepage between the insert and the manhole frame rim. Gasket lubricant, such as used in water and sewer main installation, shall be applied generously on the gasket prior to installing the insert.
- G. Existing manholes and main line cleanouts requiring frame and cover adjustment rings for pavement overlay applications shall be performed in accordance with Section 510.
- H. Manhole Coatings:

*This specification covers the execution processes required for protecting concrete manholes and other underground structures using epoxy-coating systems, per Section 200 and this Section. The Engineer is responsible for determining the level of protection required and is cautioned that the coating system recommendations contained herein may not be suitable for every application. Each project and structure should be evaluated independently and the level of protection determined based on the product, service environment and protection level, as a minimum.)*

1. Surface Preparation

Surface preparation is the process by which sound, clean, and suitably roughened surfaces are produced on concrete substrates. This process includes the removal of unsound concrete and bond-inhibiting films, strength verification, opening the pore structure, verification of moisture content, and establishing profiles suitable for the application of the specified protective system.

The Contractor and Applicator must abide by all environmental controls and requirements specified in the Contract Documents during surface preparation and coatings application. Excess dust, noise, vibrations, and the loss from the job site of concrete dust and slurries must be avoided. Slurries must be contained, collected, and disposed of in an Owner approved method. If Contractor and applicator fail to adequately control emissions from the work site, Owner may take all necessary corrective actions and withhold the costs for such from monies due the Contractor.

The Contractor shall abide by all VOSHA and other applicable work area safety and protection requirements during surface preparation activities.

- a. Installation of the epoxy coating shall not commence until the concrete substrate has properly cured and prepared in accordance with coatings manufacturer's recommendations.
- b. All contaminants including: oils, grease, unsound or incompatible existing coatings, waxes, form release agents, curing compounds, efflorescence, sealers, salts, concrete dust, or other contaminants shall be removed.
- c. All concrete that is not sound or has been damaged shall be removed to a sound concrete surface or replaced.
- d. Temperature of the surface to be coated should be maintained between 40 deg F and 120 deg F during application. Prior to and during application, care should be taken to avoid exposure of direct sunlight or other intense heat source to the structure being coated. Where varying surface temperatures do exist, care should be taken to apply the coating when the surface temperature is falling versus rising.

- e. Applicator shall inspect all specified surfaces prior to surface preparation. Applicator shall notify the Contractor and the Owner within 24 hours of all manholes/structures:
  - (1) whose concrete is not sound or has been damaged.
  - (2) or are not otherwise suitable for surface preparation.
- f. Once the Applicator and Contractor are in agreement that the surfaces to be coated are in accordance with the product manufacturer's requirements, Contractor shall notify Owner. The Owner, at its discretion, may then perform inspections as necessary to assure that the structure is ready for the application of the coating system.
- g. Should any surface be found to be inadequate for acceptance of coating, or should the structure fail to meet the structural requirements of the referenced specifications, such structures shall be either repaired to the complete satisfaction of the Owner or removed from the project site and replaced with a new structure, all at no expense to the Owner. Replacement structures shall be subject to the same requirements for structural integrity and surface preparation.

2. Application Requirements

- a. Application procedures shall conform to the recommendations of the coating Manufacturer, including material handling, mixing, environmental controls during application, safety, and application equipment.
- b. Unless specified elsewhere herein, the Applicator shall comply with the Manufacturer's most recent written instructions with respect to the following:
  - (1) Mixing of all materials.
  - (2) Storage, protection and handling of all materials.
  - (3) Surface preparation has been properly performed and surfaces brought to the appropriate CSP profile.
  - (4) Recoat limitations and cure times.
  - (5) Minimum ambient, substrate and atmospheric temperatures, substrate's degree of dryness, relative humidity, and dew point of air.
  - (6) Application.
  - (7) Final curing.
  - (8) Use of proper application equipment.
  - (9) Cleanup and disposal
- c. The Applicator must follow the minimum and maximum recoat limitation times and related temperature range restrictions between successive lifts, per Manufacturer's stated requirements.
- d. The applied coating system shall be protected from damage during curing and shall be cured as recommended by the Manufacturer. Ambient conditions shall be controlled and maintained during curing as required by the Manufacturer.
- e. The Applicator shall be responsible for coating all openings, including the top of manhole cone and pipe penetrations; and, joints (following

field application of grouting). Any deficiencies in the finished coating shall be repaired by the Applicator according to the procedures provided by the coating Manufacturer.

- f. For the Type of Coating specified, surfaces shall be coated to a minimum dry film thickness of:
  - (1) Type A Coating 40 mils, and
  - (2) Type B Coating 80 mils.

## 2.4. TESTING AND INSPECTION

### A. General:

- 1. All flushing, air, vacuum, or infiltration testing procedures shall conform to this Section and the applicable sections of the Commonwealth of Virginia SCAT Regulations, latest edition.
- 2. The Contractor shall request the Owner at least 48 hours (2 working days) notice to schedule testing and inspection.
- 3. Only properly functioning and clean equipment shall be used for cleaning and testing gravity sewer systems.
- 4. Connections to existing sewer facilities will be permitted only after satisfactory completion of testing and cleaning, and only when authorized by the Owner.
- 5. All testing activities require compliance with the Occupational Safety and Health Agency (OSHA) in regard to confined space entry.
- 6. The Contractor is responsible for repairing any deficient Work at no additional cost to the Owner.

### B. Pipe Testing - Gravity Lines:

- 1. New gravity sewer systems will be tested using the following procedures:
  - a. Visual Test - All manhole covers shall be removed by the Contractor as a prerequisite to conducting the visual test. The Contractor shall certify that all manhole entries are in compliance with confined space entry procedures and mechanical ventilation shall be provided. A visual inspection shall consist of the following:
    - (1) Inspection for visible leaks in lines or manholes
    - (2) Inspection of condition of the grout in the interior joints of manholes
    - (3) Inspection of manhole frames and covers for proper type and installation
    - (4) Inspection to see if lines are free of debris
    - (5) Inspection of manhole benches and inverts. Contractor is responsible for uncovering and restoring spot check sites at no additional cost to the Owner.
    - (6) Check of alignment and grade by introducing sufficient water into the line to verify the absence of sags, or as directed by the Owner
    - (7) Check that manholes have been completely and properly coated on all

surfaces

(8) Optional remote television (CCTV) and video inspection. See Section 811.

(9) Mirror test the line

- b. Deflection Test The entire length of all flexible gravity sanitary sewer lines shall be tested by means of a rigid mandrel to assure that deformation or deflection does not exceed 5 percent of the base inside diameter per ASTM D3034 and Table 802-1 below. An Owner-provided mandrel will be manually pulled through the line by the Contractor in the presence of the Owner, no sooner than 30 days after completion of backfill. The mandrel contact length will be equal to the nominal diameter of the pipe. The mandrel, one for each size of pipe, shall be a nine-arm mandrel, with a proving ring sized at 5 percent of the base inside diameter. Contractor is responsible for removal of mandrel if it becomes stuck in the pipe. Lines must be free of debris for this test and the Contractor shall be responsible for installing a string line in the pipe for the test. Any sections that do not pass the test shall be corrected or replaced by the Contractor. Ductile iron pipe will not be required to have a deflection test performed. Refer to Table 802-1 for deflection tests standards.

TABLE 802-1

Deflection Test Standards

	Nominal Pipe Size (in)	5% Deflection
PVC	6	5.33
ASTM-3034	8	7.11
	10	8.87
SDR 26	12	10.55
	15	12.9
PVC ASTM F679	18	16.13
ABS (Solid Wall) - ASTM 2751 - SDR-23.5	6	5.49
PVC or ABS Truss	8	7.4
	10	9.31
ASTM 2680	12	11.22
	15	14.06

- c. Leakage Testing

The Contractor shall perform one of the following leakage tests as required by the locality.

- (1) Low Pressure Air Test:

- (a) An air test conforming to ASTM Specification F 1417, shall be performed on all gravity sewer mains prior to acceptance. The Contractor is responsible for supplying an air-testing rig and pressure gauge, calibrated to the tenth of a pound, for this test.
- (b) The Contractor shall furnish all the necessary equipment and be responsible for conducting all low-pressure air tests.

The Owner shall witness all low-pressure air tests and verify the accuracy and acceptability of the test and the equipment utilized. The Contractor is responsible for any repair work on sections that do not pass the test.

- (c) After a manhole-to-manhole reach of pipe has been backfilled to final grade and prepared for testing, plugs shall be placed in the line at each manhole and secured. Once the plugs are in place and the air hoses connected, the plugs shall be inflated and the sewer line pressurized to the test pressure.
- (d) All plugs shall be installed and properly inflated to prevent blowout. All pressurizing equipment used for low-pressure air testing shall include a regulator or relief valves set no higher than nine (9) pounds per square inch gauge to avoid over-pressurizing and displacing temporary or permanent plugs. No person shall enter a manhole while air is being forced into a pipe with plugs in place or when any pressure remains behind the plugs.
- (e) All plugs shall be capable of resisting internal testing pressures without the aid of external bracing or blocking. If pneumatic plugs are utilized, a separate hose is required to inflate the pneumatic plugs from the aboveground control panel. To facilitate test verification by the Owner, all air used shall pass through a single, aboveground control panel. The above-ground air control equipment shall include a shut-off valve, pressure regulating valve, pressure relief valve, input pressure gauge, and a continuous monitoring pressure gauge having a pressure range from zero (0) to at least ten (10) psig. The gauge dial shall be divided in 0.1 psi or smaller increments. The gauge shall have an accuracy of 0.04 psi. Two separate hoses shall be used (in addition to hose for pneumatic plugs) to: (1) connect the control panel to the sealed line for introducing low-pressure air, and (2) a separate hose connection for constant monitoring of air pressure build-up in the line.
- (f) All service laterals, clean-outs, stubs, and fittings within the sewer test section shall be properly capped or plugged during construction to prevent air loss that could cause an erroneous air test result.
- (g) Air shall be supplied slowly to the section of the sewer being tested until the internal pressure reaches 4.0 psig greater than the average back pressure of groundwater above the pipe, but not greater than 9.0 psig. The groundwater adjustment shall be calculated by dividing the average vertical height, in feet of groundwater above the invert of the sewer pipe to be tested, by 2.31. The result gives the adjustment in pounds per square inch that must be added.
- (h) After an internal pressure of 4.0 psig (plus required groundwater adjustment) is obtained, allow at least two minutes for air temperature to stabilize.

- (i) After two minutes, the air hose from the control panel to the air supply shall be shut off or disconnected. The continuous monitoring pressure gauge shall then be observed while the pressure is decreased by no more than 0.5 psig. At a reading of 3.5 psig (plus required groundwater adjustment not to exceed 9.0 psig), timing shall commence. The watch or timing device shall be stopped and read when the pressure drops 1.0 psig and the time (in seconds) shall be recorded.
  - (j) If the time shown in Table 802-2 for the designated pipe size and length elapses before the air pressure drops 1.0 psig, the section undergoing testing shall have passed and shall be presumed to be free of defects. If the section fails to meet these requirements, the Contractor shall determine at its own expense the source or sources of leakage, and shall repair or replace all defective materials and/or workmanship to the satisfaction of the Owner. The completed pipe installation shall then be retested until the requirements of this test are met.
- (2) Infiltration
  - (a) Infiltration Test will be conducted if the Contractor proves to the satisfaction of the Owner that the water table is high enough to conform to the requirements noted below.

The level of the groundwater shall be at least 4 feet above the top of the sewer line along the entire section of the pipeline to be tested. Measurements shall be made every hour for three hours to determine the amount of infiltration.
  - (b) Infiltration shall not exceed 25 gallons per day per mile of sewer per inch of pipe diameter. There shall be no visible leaks.
- d. Remote Camera / TV Inspection

Post-Installation TV inspection shall not be completed until all Work, including service laterals, manholes, and main line cleanouts are complete on a section of line. The post-installation TV inspection tapes shall be submitted to the Owner prior to substantial completion, or when requested.

The Contractor shall engage and pay for television inspection for all gravity sewers installed, including service laterals and cleanouts. The Owner shall be present during the inspection. The inspections shall conform to the National Association of Sewer Service Companies (NASSCO) recommended specification for television inspections for main sewers.

Lines shall be cleaned prior to inspection. Prior to inserting the television camera into the pipeline, the Contractor shall flush and clean the pipeline. The Contractor shall introduce a minimum of 1,000 gallons of clear, potable water into the terminal upstream manhole or last access structure on any given gravity sewer branch of

the pipeline to be inspected with a television camera. The Contractor is responsible for acquiring, collecting and disposing of the water, at no additional cost to the Owner.

The video inspection equipment shall conform to the requirements of Section 811. A video recording of inspected gravity sewer mains, service laterals, and cleanouts shall be provided to the Owner in electronic format on DVD disk(s) upon completion of the inspection. The format shall comply with the requirements of Section 811. A log of comments made on the video shall be supplied with the associated pipe footage shown.

If the television inspection of the pipe shows poor alignment, displaced or cracked pipe, improper joints or slipped gaskets, the defect(s) shall be corrected and the pipe line re-videoed.

TABLE 802 -2

AIR TEST TABLE  
(Based on ASTM F1417)

Minimum Test Time in Minutes: Seconds  
For Pressure Drop from 3.5 to 2.5 Psig (Minus Groundwater Influence)

Pipe Dia., In.	Minimum Time, Min.	Length Of Minimum Time, Ft	Time for Longer Lengths	Specification Time for Length (L) Shown, Minutes							
				100 Ft	150 Ft	200 Ft	250 Ft	300 Ft	350 Ft	400 Ft	450 Ft
4	3:46	597	0.3.80L	3:46	3:46	3:46	3:46	3:46	3:46	3:46	3:46
6	5:40	398	0.854L	5:40	5:40	5:40	5:40	5:40	5:40	5:42	6:24
8	7:34	398	1.520L	7:34	7:34	7:34	7:34	7:36	8:52	10:08	11:24
10	9:26	239	2.374L	9:26	9:26	9:26	9:53	11:52	13:31	15:49	17:48
12	11:20	199	3.418L	11:20	11:20	11:24	14:15	17:05	19:56	22:47	25:38
15	14:10	159	5.342L	14:10	14:10	17:48	22:15	26:42	31:09	35:36	40:04
18	17:00	133	7.692L	17:00	19:13	25:35	32:03	28:27	44:52	51:16	57:41

C. Manhole Testing:

1. All manholes shall be vacuum tested by the Contractor prior to acceptance.
  - a. Vacuum Test:
    - (1) The vacuum test shall be in accordance with ASTM C 1244.
    - (2) All pipe entries into the manhole shall be plugged. The compression band of the manhole vacuum testing equipment shall be inflated to effect a seal between the vacuum equipment base and the top of the manhole.
    - (3) If the Contractor backfills around the manhole prior to testing, ten (10)



inches of mercury shall be applied to the manhole and the time measured for the vacuum to drop from 10-inches to 9-inches shall be recorded. The test duration for a 48-inch diameter manhole is 60 seconds; the test duration for a 60-inch diameter manhole is 75 seconds.

- b. If the vacuum drop is greater than 1-inch of mercury during the test period, necessary repairs shall be made and the vacuum test and repairs shall be repeated until the manhole passes the test.
2. Coating systems shall be tested during coating applications and after manholes have been installed.
- a. During coating the Applicator shall regularly perform and record coating thickness using a wet film thickness gauge meeting ASTM D4414 *Standard Practice for Measurement of Wet Film Thickness of Organic Coatings by Notched Gauges*, to ensure a monolithic coating and uniform thickness during application. A minimum of three (3) readings per 200 square feet of surface area shall be recorded. Applicator shall submit documentation on thickness readings to the Owner on a daily basis when coating application is underway.
  - b. For Type B coatings, the applicator shall perform holiday testing on all coated surfaces in the presence of the Owner. After the coating has dried and set hard to the touch, an induced holiday shall then be introduced on the coated concrete surface and shall serve to determine the minimum/maximum voltage to be used to test the coating for holidays at the particular area.
  - c. The spark tester shall be initially set at 100 volts per I mil of film thickness applied but may be adjusted as necessary to detect the induced holiday (refer to NACE RPO188-99). All detected holidays shall be marked and repaired by abrading the coating surface with grit disk paper or other hand tooling method. After abrading and cleaning, additional coating material can be hand applied to the repair area. All touch-up and repair procedures shall follow the coating manufacturers recommendations.
  - d. After manholes have been installed and all required testing of coatings and assembly have been performed, the Owner will perform a visual test to verify that no damage to the coating system occurred during installation. Any deficiencies in the finished coating shall be marked and repaired by the Applicator according to the procedures provided by the coating Manufacturer.

## 2.5. CONNECTIONS

### General:

- A. All materials shall be installed in accordance with ASTM C-923 and the manufacturer's recommendations and the Standard Details.
- B. Core drilling and flexible pipe-to-manhole connectors shall be used when connecting sewer pipe to existing manholes (where stubs are bricked up or openings do not exist). The connector shall be as specified in Section 200. Connectors shall be of a size specifically designed for the class and type of pipe and manhole type.
- C. Connections shall only be made in the presence of the Owner.

## 2.6. MANHOLE COATINGS WARRANTY

## LOWER PETERSON STREET DRAINAGE IMPROVEMENTS

Following the successful application and acceptance of Type B coatings by the Owner, the coatings manufacturer shall warrant all Work against defects in materials and workmanship for a period of five (5) years, unless otherwise noted. Warranty shall begin at the date of Final Completion of the project. Coatings Manufacturer shall, within a reasonable time after receipt of written notice thereof, repair defects in materials or workmanship that may develop during the warranty period. The coatings Manufacturer shall be responsible for all costs necessary and associated with the repair of defects or the repairing of same, including traffic and environmental controls, at his sole expense.

END OF SECTION 802